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ABSTRACT

In January 1989, the Library Instruction Forum of the Virginia Library Association sent a two-page questionnaire to each of the 82 academic libraries in Virginia to obtain information on current bibliographic instruction activities within the state. Designed to encourage cooperative development of new instructional programs and techniques and facilitate an exchange of ideas among Virginia academic libraries regarding library instruction, this edition of the directory updates the 40-page directory published in 1977. Data from the 76 responding libraries (93%) were entered in a computer database and a subject index to the individual library records was compiled. The bulk of the resulting directory features profiles of individual library programs. Arranged alphabetically by institution name, each entry provides information on the administration of the program; the instructional materials used; orientation tours; separate courses offered; instruction for freshman and upper-level students; the use of competency tests; the presence of written goals and objectives and formal program evaluation; and current projects. A list of institution symbols--i.e., the OCLC symbol for member libraries or a specially designated symbol for nonmembers--is provided as well as a subject index to directory data and a copy of the survey questionnaire. (SD)

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Directory of

Academic Library Instruction Programs in Virginia

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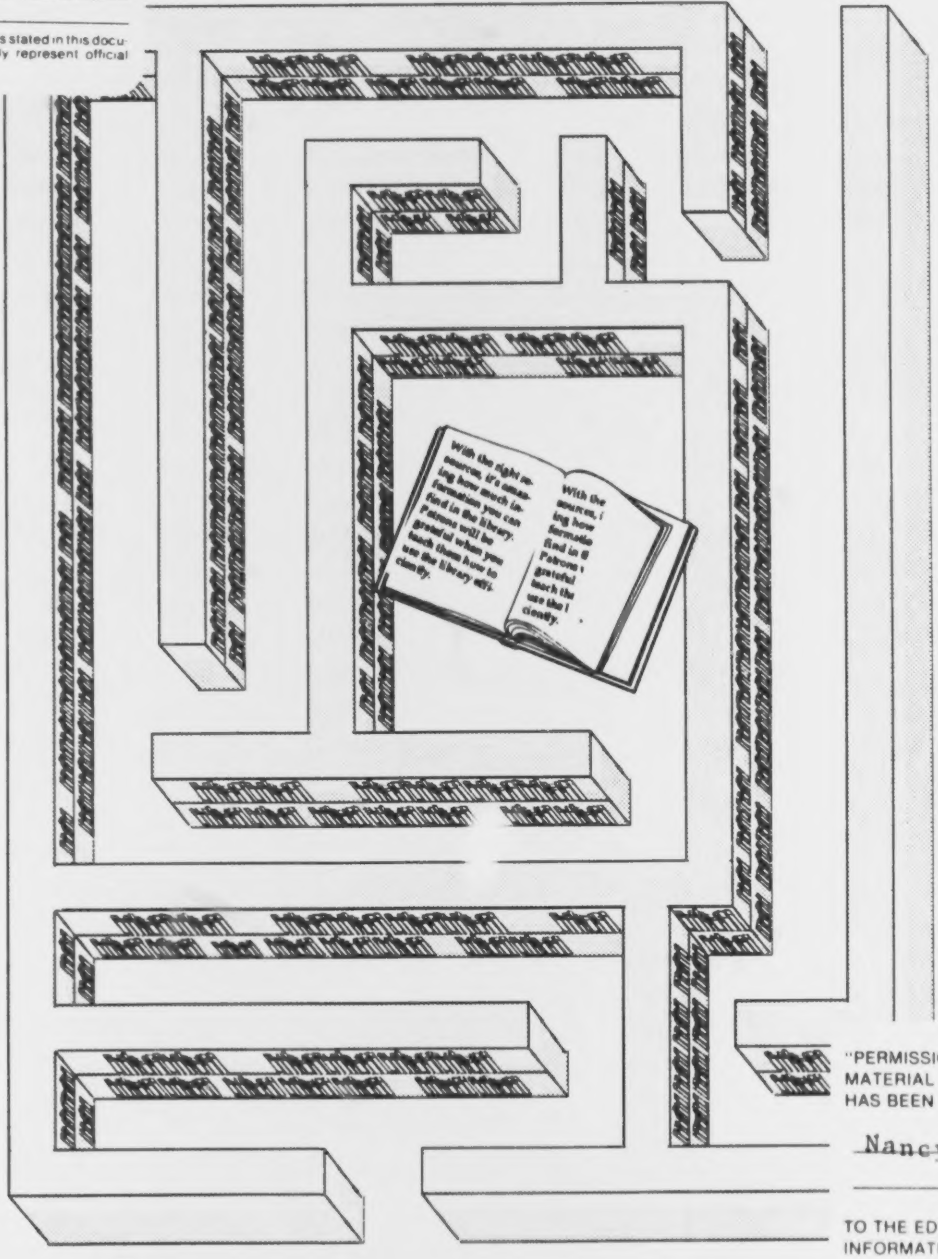
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Library Instruction Forum of the Virginia Library Association

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SURVEY DATA COLLECTED BY:

REGION I

Linda Wilson
University Library
Virginia Polytechnic Institute
and State University

REGION II

Catherine Pollari
Eggleston Library
Hampden-Sydney College

REGION III

Mary Daniel
Captain John Smith Library
Christopher Newport College

REGION IV

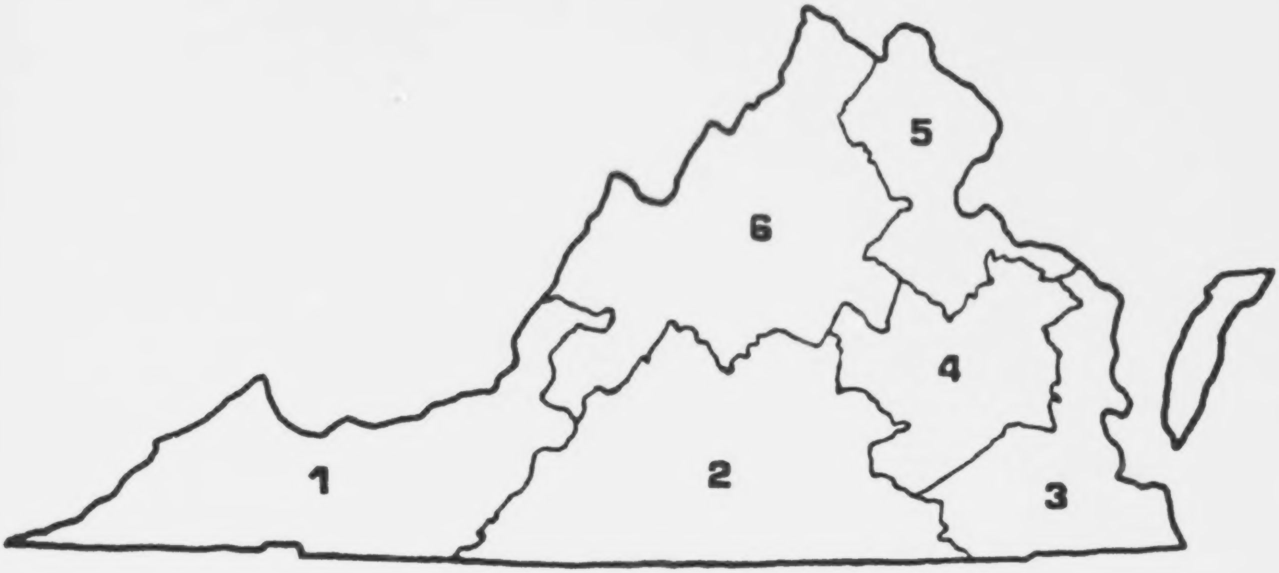
Lucretia McCulley
Boatwright Library
University of Richmond

REGION V

Jack Bales
E. Lee Trinkle Library
Mary Washington College

REGION VI

Lynn Cameron
Carrier Library
James Madison University



COMPILED AND EDITED BY:
Nancy Newins
McGraw-Page Library
Randolph-Macon College

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INTRODUCTION

In 1977, the Library Instruction Forum of the Virginia Library Association, produced a 40-page Directory of Academic Library Instruction Programs in Virginia. Data was collected through a questionnaire sent to 86 academic libraries.

In 1987, the Library Instruction Forum received VLA approval to update and expand the 1977 directory. The intent of the project was to obtain information on current bibliographic instruction activities within the state, to encourage cooperative development of new instructional programs and techniques, and to facilitate an exchange of ideas among Virginia academic libraries regarding library instruction.

In January 1989, a two-page questionnaire was sent to each academic library in Virginia, 82 libraries in all. Questionnaires were returned to the regional representatives, who then forwarded them to the Editor/Project Coordinator. In the next seven months, data for the individual libraries was entered by word processor into a computer database, and a subject index to the individual library records was compiled using a database management system. The response rate was excellent, with 76 (or 93%) of the 82 libraries responding.

The directory is arranged in four parts: first, the profiles of individual library instruction programs, arranged alphabetically by name of the institution, followed by three appendices. Appendix A provides a list of institution symbols (the OCLC symbol for member libraries, or a specially designated 3-4 character symbol for those libraries not on OCLC). These symbols are used in Appendix B, the "Subject Index" to the directory. The questionnaire sent to libraries is included as Appendix C.

The "Subject Index" assists readers in making the most effective use of the directory by allowing access to information by specific instructional materials and methods (handbooks, workbooks, computer-assisted instruction, for example), or by specific programs (orientation tours, non-traditional student programs, end-user searching, and so forth). For example, to identify libraries in Virginia using hypertext, use the "Subject Index;" then turn to the main part of the directory for more complete information.

Every effort has been made to keep the information in this directory as up-to-date as possible during the time between data collection and printing. The Library Instruction Forum will continue to provide periodic updates to this information, eventually moving toward distribution of future editions on computer diskette.

Thanks go to all participants for sharing information about library instruction programs through this Directory of Academic Library Instruction programs in Virginia, 1989 edition.

Nancy Newins
Chair, VLA Library Instruction Forum, 1988-1989

Averett College
Blount Library
344 West Main Street
Danville, Virginia 24541
804-791-5692
Bachelors, Masters Only **Enrollment: 818 FTE**

PROGRAM ADMINISTRATION: Coordinator -- Martha Beals, Reference Librarian/Asst. Professor. 1 professional librarian involved in instruction.
INSTRUCTIONAL MATERIALS-GUIDES: guides to card catalog. Subject bibliographies. Guides to ILL; to online searches.
ORIENTATION TOURS: for freshmen.
SEPARATE COURSE: none.
FRESHMEN PROGRAM: compulsory; interdisciplinary.
  METHODS: library exercises/worksheets.
  STATISTICS: 150 students per year.
UPPER-LEVEL, COURSE-RELATED INSTRUCTION:
  SUBJECTS: Religion; English; Psychology; Business; Education; Nursing.
  LEVELS: Upper-class; graduate.
  METHODS: lecture(s) by librarian; library exercises/worksheets.
  STATISTICS: 270 students per year; 17-20 classes per year.
COMPETENCY TEST: no.
WRITTEN GOALS & OBJECTIVES: no.
FORMAL PROGRAM EVALUATION: none.
CURRENT PROJECTS: no response.

Blue Ridge Community College
Library
P. O. Box 80
Weyers Cave, Virginia 24486
703-234-9261 Ext. 309 SCATS: 487-0461
Junior/Community College

PROGRAM ADMINISTRATION: Coordinator -- Louise Bucco, Librarian. 2 librarians involved in instruction.
INSTRUCTIONAL MATERIALS-GUIDES: general library information. Guide to LC call numbers. Formats other than printed: slide-tape.
ORIENTATION TOURS: for freshmen; high school. 52 tours; approx. 1,000 students per year.
SEPARATE COURSE: non-credit. Workshops on "How to Start a Paper" and "How to Start a Research Paper."
FRESHMEN PROGRAM: compulsory through the English Department and Orientation.
  METHODS: lecture(s) by librarian; term paper advisory service/research consultation; library exercises/worksheets.
  STATISTICS: approx. 600 students per year; approx. 30 classes per year.
UPPER-LEVEL, COURSE-RELATED INSTRUCTION:
  SUBJECTS: no response.
  LEVELS:
  METHODS:
  STATISTICS:
COMPETENCY TEST: no.
WRITTEN GOALS & OBJECTIVES: no.
FORMAL PROGRAM EVALUATION: none.
CURRENT PROJECTS: none.

Bridgewater College
Alexander Mack Memorial Library
East College Street
Bridgewater, Virginia 22812
703-828-2501 Ext. 510
Bachelors Only **Enrollment: 942 FTE**

PROGRAM ADMINISTRATION: Coordinator -- Ruth Greenawalt, Library Director. 1 librarian involved in instruction.
INSTRUCTIONAL MATERIALS-GUIDES: general library information; library handbook. Guide to government documents.
ORIENTATION TOURS: for freshmen; high school. 1 or 2 tours; 400 students per year.
SEPARATE COURSE: none.
FRESHMEN PROGRAM: compulsory through the English Department.
    METHODS: workbook (self-paced).
    STATISTICS: 323 students per year; 15 classes per year.
UPPER-LEVEL, COURSE-RELATED INSTRUCTION:
    SUBJECTS: no response.
    LEVELS:
    METHODS:
    STATISTICS:
COMPETENCY TEST: no.
WRITTEN GOALS & OBJECTIVES: no.
FORMAL PROGRAM EVALUATION: none.
CURRENT PROJECTS: no response.

CBN University
CBN University Library
Virginia Beach, Virginia 23464
804-523-7460
Masters, Professional Enrollment: 759 FTE

PROGRAM ADMINISTRATION: Coordinator -- Eva Kiewitt, Associate Dean. 9 professional librarians involved in instruction.
INSTRUCTIONAL MATERIALS-GUIDES: general library information; library handbook. Guides to specific reference sources; to the catalog-OPAC; to microforms; to special collections/archives; to media/audio-visual services; to periodicals. Subject bibliographies; pathfinders. Guides to ILL; to online searches; to Media Center. Formats other than printed: cassette, videotape, slide-tape.
ORIENTATION TOURS: for faculty and staff; graduate students.
34 tours; 385 new students per year.
SEPARATE COURSE: Library sessions in research courses; Saturday workshops in subject disciplines.
FRESHMEN PROGRAM: Not applicable -- graduate students only.
METHODS:
STATISTICS:
UPPER-LEVEL, COURSE-RELATED INSTRUCTION:
SUBJECTS: Communication; journalism; education; law; business and Biblical studies.
LEVELS: Graduate; professional.
METHODS: Lecture(s) by librarian; term paper advisory service/research consultation. Media: transparencies; video; slide-tape. Team teaching with teaching faculty; subject tours; cassette self-guided tours.
STATISTICS: 223 students per year; 14 classes per year.
COMPETENCY TEST: no.
WRITTEN GOALS & OBJECTIVES: yes.
FORMAL PROGRAM EVALUATION: yes. User questionnaire every other year.
CURRENT PROJECTS: Interactive video instruction -- are presently using it for training but not for patrons yet.

Central Virginia Community College
Library
3506 Wards Road
Lynchburg, Virginia 24502
804-386-4624
Junior/Community College Enrollment: 1739 FTE

PROGRAM ADMINISTRATION: Coordinator -- John B. St. Leger, Coordinator of Library Instruction. 2 professional librarians involved in instruction.
INSTRUCTIONAL MATERIALS-GUIDES: general library information. Guides to the card catalog; to use of CD-ROM; to microforms. Guides to ILL.
ORIENTATION TOURS: for freshmen; for sophomores.
SEPARATE COURSE: no.
FRESHMEN PROGRAM: compulsory through the English Department.
METHODS: lecture(s) by librarian.
STATISTICS:
UPPER-LEVEL, COURSE-RELATED INSTRUCTION:
SUBJECTS: no response.
LEVELS:
METHODS:
STATISTICS:
COMPETENCY TEST: no.
WRITTEN GOALS & OBJECTIVES: no.
FORMAL PROGRAM EVALUATION: no.
CURRENT PROJECTS: Automation.

Christopher Newport College
Captain John Smith Library
50 Shoe Lane
Newport News, Virginia 23606
804-594-7132 SCATS: 594-7132
Bachelors Only Enrollment: 3024 FTE

PROGRAM ADMINISTRATION: Coordinator -- Mary H. Daniel, Reference Services Librarian. 5 professional librarians involved in instruction.
INSTRUCTIONAL MATERIALS-GUIDES: general library information; library handbook. Guides to specific reference sources; to use of CD-ROM; to special collections/archives. Subject bibliographies.
ORIENTATION TOURS: for freshmen; high school; faculty and staff; transition students. 13 tours; 212 students per year.
SEPARATE COURSE: Credit course. Library Science 200 is a 1-credit class, offered through the English Department. It is a survey of resources used in library research, emphasizing the wide range of materials available and the various approaches to their usage.
FRESHMEN PROGRAM: compulsory through the Biology Department and non-compulsory through the English Department.
METHODS: lecture(s) by librarian; term paper advisory service/research consultation; workbook (self-paced); library exercises/worksheets.
Media: slides for Biology 101.
STATISTICS: 1059 students per year; 45 classes per year.
UPPER-LEVEL, COURSE-RELATED INSTRUCTION:
SUBJECTS: Business; Sociology; Biology; Journalism; English; Psychology; Political Science; History; and Leisure Studies/Physical Education.
LEVELS: upper-class.
METHODS: lecture(s) by librarian; term paper advisory service/research consultation.
STATISTICS: 951 students per year; 41 classes per year.
COMPETENCY TEST: no.
WRITTEN GOALS & OBJECTIVES: yes, for Freshman level classes.
FORMAL PROGRAM EVALUATION: no.
CURRENT PROJECTS: Developing a new slide/tape presentation to be used in conjuction with Biology 101 classes. We will transfer it to video format to use for make-up session. We are also developing a slide/tape presentation on the Library of Congress Classification System, which we will circulate to area high schools.

Clinch Valley College of the University of Virginia
John Cook Wyllie Library
College Avenue
Wise, Virginia 24293
703-328-0160 SCATS: 328-0160
Bachelors Only Enrollment: 1030 FTE

PROGRAM ADMINISTRATION: Coordinator -- Rosemary P. Mercure, Coordinator of Public Services. 2 professional librarians involved in instruction.
INSTRUCTIONAL MATERIALS-GUIDES: general library information. Guides to specific reference sources; to the card catalog; to special collections/archives. Subject bibliographies (on demand); pathfinders (on demand). Guides to ILL; to Dialog searching.
ORIENTATION TOURS: for freshmen; high school. 9-12 tours per year.
SEPARATE COURSE: Credit course. Reference and Bibliography in Library Science Program. (3 credits).
FRESHMEN PROGRAM: compulsory through the English Department (Eng. 101-102).
    METHODS: library tour showing use of research tools.
    STATISTICS: 180-240 students per year; 9-12 classes per year.
UPPER-LEVEL, COURSE-RELATED INSTRUCTION:
    SUBJECTS: On demand: Biology, English.
    LEVELS: Upper-class.
    METHODS: Lecture/tour tailored to needs of professor and students.
    STATISTICS: 18-25 students per year; 1-3 classes per year.
COMPETENCY TEST: no.
WRITTEN GOALS & OBJECTIVES: no.
FORMAL PROGRAM EVALUATION: no response.
CURRENT PROJECTS: no response.

College of William and Mary
Earl Gregg Swem Library
Williamsburg, Virginia 23185
804-253-4407
Bachelors, Masters, Ph.D., LLD. Enrollment: 7192 FTE

PROGRAM ADMINISTRATION: Coordinator -- Donald Welsh. Coordinator of Reference Services. 6 professional librarians involved in instruction.
INSTRUCTIONAL MATERIALS-GUIDES: general library information. Guides to specific reference sources; to the catalog-OPAC; to use of CD-ROM; to government documents; to special collections/archives; to media/audio-visual services. Subject bibliographies. Guides to ILL, to online searches (Dialog); to genealogy.
ORIENTATION TOURS: for freshmen; for transfer students. Approx. 15 tours; approx. 300 students per year.
SEPARATE COURSE: Credit course. College Course 323, 2 credits. One semester humanities; one semester social sciences library research. Last offered Spring 1989.
FRESHMEN PROGRAM: non-compulsory.
 METHODS: lecture(s) by librarian; library exercises/worksheets (only if requested by professor).
 STATISTICS: 450 students per year; approx. 30 classes per year.
UPPER-LEVEL, COURSE-RELATED INSTRUCTION:
 SUBJECTS: Education; Psychology; Economics.
 LEVELS: upper-class; graduate.
 METHODS: lecture(s) by librarian.
 STATISTICS: approx. 160 students per year; approx. 16 classes per year.
COMPETENCY TEST: no.
WRITTEN GOALS & OBJECTIVES: no.
FORMAL PROGRAM EVALUATION: no.
CURRENT PROJECTS: none.

College of William and Mary
Marshall Wythe Law Library
Williamsburg, Virginia 23185
804-253-4680
Professional Enrollment: 550 FTE

PROGRAM ADMINISTRATION: Coordinator -- James Heller. Director. 4 professional librarians involved in instruction.
INSTRUCTIONAL MATERIALS-GUIDES: general library information; library handbook. Guides to the catalog-OPAC; to database services.
ORIENTATION TOURS: for freshmen (first year); faculty and staff. 12 tours; 300 students per year.
SEPARATE COURSE: Integrated into Legal Skills Course.
FRESHMEN/FIRST YEAR STUDENTS PROGRAM: compulsory through the Law School.
METHODS: lecture(s) by library; library exercises/worksheets; computer-assisted instruction.
STATISTICS: no response.
UPPER-LEVEL, COURSE-RELATED INSTRUCTION:
SUBJECTS:
LEVELS:
METHODS:
STATISTICS:
COMPETENCY TEST: no.
WRITTEN GOALS & OBJECTIVES: no.
FORMAL PROGRAM EVALUATION: no.
CURRENT PROJECTS: no response.

Dabney S. Lancaster Community College
Library
P. O. Box 1000
Clifton Forge, Virginia 24422
703-862-4246 SCATS: 676-3246
Junior/Community College Enrollment: 800 FTE

PROGRAM ADMINISTRATION: Coordinator -- Laurel Reid, Director of Learning Resources. 2 professional librarians involved in instruction.
INSTRUCTIONAL MATERIALS-GUIDES: general library information. Guides to card catalog. Formats other than printed: sound-slide program on literary criticism.
ORIENTATION TOURS: for freshmen; high school.
SEPARATE COURSE: none.
FRESHMEN PROGRAM: compulsory through Orientation and Freshmen Composition.
METHODS: library exercises/worksheets; self-paced workbook. Worksheet plus self-guided cassette tour for orientation requirement. Self-paced workbook and tests for English comp. students.
STATISTICS: 600 students per year.
UPPER-LEVEL, COURSE-RELATED INSTRUCTION:
SUBJECTS: no response.
LEVELS:
METHODS:
STATISTICS:
COMPETENCY TEST: no.
WRITTEN GOALS & OBJECTIVES: yes.
FORMAL PROGRAM ADMINISTRATION: no.
CURRENT PROJECTS: no response.

Danville Community College
Library
1008 South Main Street
Danville, Virginia 24541
804-797-3553 SCATS: 268-3205
Junior/Community College Enrollment: 1650 FTE

PROGRAM ADMINISTRATION: Coordinator -- Barbara Grether, Circulation Librarian. 1 professional librarian involved in instruction.
INSTRUCTIONAL MATERIALS-GUIDES: library handbook. Guides to online searches. Formats other than printed: cassettes and videotapes.
ORIENTATION TOURS: tours given as requested for DCC students or other local groups. Approx. 10 tours per year.
SEPARATE COURSE: Credit course. Library 105. One credit course. Presents general information about library procedures; specific methods for utilizing varied reference materials including dictionaries, indexes, special subject area tools, online information retrieval, classification systems and the card catalog. Introduces general topics on research paper preparation. Independent, self-paced program of ten lessons utilizing audio and videocassette lessons, followed by written exercises.
FRESHMEN PROGRAM: non-compulsory.
  METHODS: lecture(s) by librarian (if requested by faculty for their classes); library exercises/worksheets (part of LBR 105). Media: cassettes, videocassettes.
  STATISTICS: 400 students per year; classes/year not applicable--independent study course.
UPPER-LEVEL, COURSE-RELATED INSTRUCTION:
  SUBJECTS: no response.
  LEVELS:
  METHODS:
  STATISTICS:
COMPETENCY TEST: yes. 50 multiple choice questions.
WRITTEN GOALS & OBJECTIVES: yes.
FORMAL PROGRAM EVALUATION: no. We did formally evaluate the program through a questionnaire for a year, but this has been discontinued.
CURRENT PROJECTS: no response.

Eastern Mennonite College/Seminary
Sadie A. Hartzler Library
1200 Park
Harrisonburg, Virginia 22801
703-433-2771 Ext. 170
Bachelors, Masters Only Enrollment: 932 FTE (College)
64 FTE (Seminary)

PROGRAM ADMINISTRATION: Coordinator -- James O. Lehman, Director of Libraries. 1 professional librarian involved in instruction.
INSTRUCTIONAL MATERIALS-GUIDES: general library information; library handbook.
ORIENTATION TOURS: for freshmen.
SEPARATE COURSE: none.
FRESHMEN PROGRAM: compulsory through the Langauge & Literature Department.
METHODS: lecture(s) by librarian.
STATISTICS: 200 students per year; 10 classes per year.
UPPER-LEVEL, COURSE-RELATED INSTRUCTION:
SUBJECTS: no response.
LEVELS:
METHODS:
STATISTICS:
COMPETENCY TEST: no.
WRITTEN GOALS & OBJECTIVES: no.
FORMAL PROGRAM EVALUATION: no.
CURRENT PROJECTS: no response.

Eastern Shore Community College
Learning Resources Center
Route 1, Box 6
Melfa, Virginia 23410
804-787-3972 SCATS: 564-4461
Junior/Community College Enrollment: 244 FTE

PROGRAM ADMINISTRATION: Coordinator -- Patricia L. Phillips, Director of Learning Resources. 1 professional librarian involved in instruction.
INSTRUCTIONAL MATERIALS-GUIDES: general library information; library handbook. Guides to specific reference sources; to the card catalog.
ORIENTATION TOURS: for freshmen; high school; faculty and staff; special community groups. 15 tours; 200 students per year.
SEPARATE COURSE: none.
FRESHMEN PROGRAM: compulsory through Student Services Orientation; English classes; Drafting; Automotive; Speech; Biology; others for specific instruction.
  METHODS: lecture(s) by librarian; term paper advisory service/research consultation; library exercises/worksheets. Media: slides. Often use pretest, having students making corrections as program progresses.
  STATISTICS: 225 students per year; 25 classes per year.
UPPER-LEVEL, COURSE-RELATED INSTRUCTION:
  SUBJECTS: no response.
  LEVELS:
  METHODS:
  STATISTICS:
COMPETENCY TEST: often use pretest.
WRITTEN GOALS & OBJECTIVES: not specific. Only general ones in the LRC Mission.
FORMAL PROGRAM EVALUATION: evaluated through orientation evaluation. An LRC Annual Survey includes a section on evaluation also.
CURRENT PROJECTS: no response.

Eastern Virginia Medical School
Moorman Memorial Library
P. O. Box 1980
Norfolk, Virginia 23501
804-446-5846
Masters, Ph.D., Professional Enrollment: 500+ FTE

PROGRAM ADMINISTRATION: Coordinator -- Ethel L. Pollock, Learning Resources Coordinator. 4 professional librarians involved in instruction.
INSTRUCTIONAL MATERIALS-GUIDES: general library information; library handbook. Guides to the catalog-OPAC; to the media catalog. Pathfinders. Guides to ILL, Circulation; online searches.
ORIENTATION TOURS: 10 scheduled, many other tours; 130 students per year.
SEPARATE COURSE: Non-credit course. Done as a part of a 10-week course in doing original research.
FRESHMEN/FIRST YEAR MED STUDENTS: non-compulsory.
METHODS: library exercises/worksheets; online time. Media: slides -- mostly discussion.
STATISTICS: 130 students per year.
UPPER-LEVEL, COURSE-RELATED INSTRUCTION:
SUBJECTS: online searching classes.
LEVELS: professional
METHODS: lecture(s) by librarian; library exercises/worksheets.
STATISTICS: 12 students per year; 3 classes per year.
COMPETENCY TEST: no.
WRITTEN GOALS & OBJECTIVES: yes.
FORMAL PROGRAM EVALUATION: not formally. Participants return an evaluation form.
CURRENT PROJECTS: 2 hour orientation for secretaries - administrative assistants.

Emory and Henry College
Kelly Library
Emory, Virginia 24327
703-944-3121
Bachelors Only Enrollment: 755 FTE

PROGRAM ADMINISTRATION: Coordinator -- Jane Caldwell, Assistant Librarian. 1.9 professional librarians involved in instruction.
INSTRUCTIONAL MATERIALS-GUIDES: general library information; library handbook. Guides to specific reference sources. Subject bibliographies; pathfinders.
ORIENTATION TOURS: for freshmen; high school; faculty and staff. 45-50 tours; 600 students per year.
SEPARATE COURSE: none.
FRESHMEN PROGRAM: compulsory through the English Department.
METHODS: lecture(s) by librarian; term paper advisory service/research consultation; workbook (self-paced); library exercises/worksheets.
STATISTICS: 200 students per year; 10 classes per year.
UPPER-LEVEL COURSE-RELATED INSTRUCTION:
SUBJECTS: English; Biology; Chemistry.
LEVELS: upper-class.
METHODS: no response.
STATISTICS: 50 students per year; 3-4 classes per year.
COMPETENCY TEST: no.
WRITTEN GOALS & OBJECTIVES: no.
FORMAL PROGRAM EVALUATION: yes. Meet with faculty involved to evaluate sessions.
CURRENT PROJECTS: trying to find time to develop a computer-assisted program utilizing hypertext. We are also working with local high schools to upgrade library skills. Students we receive are very bright, but have few skills.

Ferrum College
Stanley Library
Ferrum, Virginia 24088
703-365-4428
Bachelors Only Enrollment: 1200 FTE

PROGRAM ADMINISTRATION: Coordinator -- C. I. Dillon, Library Director. 2 professional librarians involved in instruction.
INSTRUCTIONAL MATERIALS-GUIDES: library handbook. Guides to specific reference sources; to use of CD-ROM.
ORIENTATION TOURS: for freshmen; some upper-level classes. 18-20 tours; 400 students per year.
SEPARATE COURSE: none.
FRESHMEN PROGRAM: non-compulsory. Through the Religion Division.
METHODS: lecture(s) by librarian; term paper advisory service/research consultation; library exercises/work-sheets.
STATISTICS: 350 students per year; 12-15 classes per year.
UPPER-LEVEL, COURSE-RELATED INSTRUCTION:
SUBJECTS: Communication; Drama; Environmental Studies.
LEVELS: upper-level.
METHODS: lecture(s) by librarian; term paper advisory service/research consultation.
STATISTICS: 40 students per year; 3 classes per year.
COMPETENCY TEST: no.
WRITTEN GOALS & OBJECTIVES: yes.
FORMAL PROGRAM EVALUATION: no.
CURRENT PROJECTS: no response.

George Mason University
Fenwick Library
4400 University Drive
Fairfax, Virginia 22030
703-323-2883 SCATS: 429-2000
Bachelors, Masters, Ph.D. Enrollment: 11,475 FTE

PROGRAM ADMINISTRATION: Coordinator -- Maureen Connors, Reference Librarian. 8 professional librarians involved in instruction.
INSTRUCTIONAL MATERIALS-GUIDES: general library information; guides to specific reference sources; to the catalog-OPAC; to use of CD-ROM; to government documents; to special collections/archives. Subject bibliographies; pathfinders. Guides to ILL; online searches; graduate and faculty services.
ORIENTATION TOURS: for freshmen; for high school; for faculty and staff. 86 tours; 586 students per year (1987-1988).
SEPARATE COURSE: none.
FRESHMEN PROGRAM: compulsory through the English Dept.
METHODS: term paper advisory service/research consultation; workbook (self-paced). English 101 has a required library component based on a self-paced workbook produced by the reference librarians. Term paper advisory service is available upon request to all students.
STATISTICS: 1530 students per year; 66 classes per year (1987-1988).
UPPER-LEVEL COURSE-RELATED INSTRUCTION:
SUBJECTS: all subjects.
LEVELS: all levels. Subject specialist liaisons provide instruction to students at all levels from freshman through Ph.D.
METHODS: lecture(s) by librarian; term paper advisory service/research consultation; workbook (self-paced); library exercises/worksheets.
STATISTICS: 1756 students per year; 99 classes per year (1987-1988).
COMPETENCY TEST: no.
WRITTEN GOALS & OBJECTIVES: yes.
FORMAL PROGRAM EVALUATION: Annual assessment and update of pathfinders, guides and other printed material. Observation of classes taught by librarians. Annual review and revision of basic freshman workbook. Annual assessment of teaching materials provided by the library to upper level English classes.
CURRENT PROJECTS: In-house instruction by a reference librarian for the professional development of the staff is videotaped. A collection of the tapes is available for the staff to review specific reference sources or types of sources -- for example, legal sources, chemical spectra sources or Simmon's Study of Media and Markets.

Germanna Community College
Library
Box 399
Locust Grove, Virginia 22508
703-899-4009
Community College Enrollment: 1050 FTE

PROGRAM ADMINISTRATION: Coordinator -- Peggy F. Cocke, Coordinator of Learning Resources. 2 professional librarians involved in instruction. (One holds classified rather than faculty position).

INSTRUCTIONAL MATERIALS-GUIDES: general library information. Guides to specific reference sources; to the card catalog; to special collections/archives.

ORIENTATION TOURS: the community college does not recognize freshmen as a group. Our tours are to all students in STD100, an orientation class. Number of tours and of students varies.

SEPARATE COURSE: none.

FRESHMEN PROGRAM: non-compulsory.

METHODS: lecture(s) by librarian; term paper advisory service/research consultation; library exercises/worksheets.

We do many instruction classes upon request from faculty members in variety of subjects, including English, history, literature, psychology and nursing.

STATISTICS: varies.

UPPER-LEVEL, COURSE-RELATED INSTRUCTION:

SUBJECTS: See above.
LEVELS:
METHODS:
STATISTICS:

COMPETENCY TEST: no.

WRITTEN GOALS & OBJECTIVES: no.

FORMAL PROGRAM EVALUATION: no.

CURRENT PROJECTS: Slide/sound instructional program for use of CINAHL. Research assistance for students who do not have classes on campus but only at off-campus sites.

Hampden-Sydney College
Eggleston Library
Hampden-Sydney, Virginia 23943
804-223-4381
Bachelors Only Enrollment: 950 FTE

PROGRAM ADMINISTRATION: Coordinator -- Catherine Pollari, Reference Librarian. 1 professional librarian involved in instruction.

INSTRUCTIONAL MATERIALS-GUIDES: general library information. Guides to specific reference sources; to the card catalog; to use of CD-ROM; to media/audio-visual services. Subject bibliographies. Formats other than printed: videotape.

ORIENTATION TOURS: for freshmen; high school. 15 tours; 350 students per year.

SEPARATE COURSE: none.

FRESHMEN PROGRAM: compulsory through the Rhetoric Department.
METHODS: lecture(s) by librarian; library exercises/worksheets.
STATISTICS: 375 students per year; 25 classes per year.

UPPER-LEVEL, COURSE-RELATED INSTRUCTION:
SUBJECTS: Biology; American History; European History.
LEVELS: upper-class.
METHODS: lecture(s) by librarian; library exercises/worksheets.
STATISTICS: 100 students per year; 5 classes per year.

COMPETENCY TEST: no.

WRITTEN GOALS & OBJECTIVES: no.

FORMAL PROGRAM EVALUATION: no.

CURRENT PROJECTS: Keyword subject index to Reference Collection.

Hampton University
Collis P. Huntington Memorial Library
East Queen Street
Hampton, Virginia 23668
804-727-5561/5379
Bachelors, Masters Only **Enrollment: 5000 FTE**

PROGRAM ADMINISTRATION: Coordinator -- Marilyn N. Loesch, Reference Librarian. 7 professional librarians involved in instruction.
INSTRUCTIONAL MATERIALS-GUIDES: general library information. Guides to specific reference sources; to use of CD-ROM; to government documents (in development). Subject bibliographies; pathfinders.
ORIENTATION TOURS: for freshmen; high school; faculty and staff; alumni. 26 tours per year.
SEPARATE COURSE: Non-credit course. Taught to faculty, students, and other groups. Program is in development.
FRESHMEN PROGRAM: compulsory, at professor's request.
METHODS: lecture(s) by librarian; term paper advisory service/research consultation; computer-assisted instruction.
STATISTICS: 2366 students per year; 77 classes per year.
UPPER-LEVEL, COURSE-RELATED INSTRUCTION:
SUBJECTS: All disciplines and interdisciplinary.
LEVELS: upper-class; graduate; and professional.
METHODS: lecture(s) by librarian; term paper advisory service/research consultation; computer-assisted instruction.
STATISTICS: 170 students per year; 10 classes per year.
COMPETENCY TEST: in development.
WRITTEN GOALS & OBJECTIVES: yes.
FORMAL PROGRAM EVALUATION: Library faculty meetings with group interactions provide for program evaluation.
CURRENT PROJECTS: Bibliographic instruction -- group (self) evaluation. Presently working to outline materials and methods for teaching library resources research in the electronic age.

Hollins College
Fishburn Library
Roanoke, Virginia 24020
703-362-6233
Bachelors, Masters Only **Enrollment: 955 FTE**

PROGRAM ADMINISTRATION: Coordinator -- Thelma Diercks, Assistant Librarian. 8 professional librarians involved in instruction.
INSTRUCTIONAL MATERIALS-GUIDES: general library information; library handbook. Guides to specific reference sources; to the card catalog; to government documents; to microforms; to special collections/archives; to media/audio-visual services; to the music library. Subject bibliographies. Guides to ILL; to online searches (Dialog). Library map.
ORIENTATION TOURS: for freshmen; high school; faculty and staff; middle school groups; visiting educators from foreign countries (1). 31 tours; 650 students per year ('87-'88).
SEPARATE COURSE: Non-credit course. Freshmen Library Program. All freshmen are required during Short Term to take library instruction and demonstrate proficiency in library skills. The professional staff at Fishburn will schedule instruction sessions and check students' work. Work must be completed to the satisfaction of the staff by the end of Short Term.
FRESHMEN PROGRAM: compulsory through the Short Term (January) Seminars for freshmen.

METHODS: lecture(s) by librarian; term paper advisory service/research consultation; workbook (self-paced); library exercises/worksheets. Syllabus available.
STATISTICS: 225 students per year; 40 sessions (2 for each of 20 classes per year).

UPPER-LEVEL, COURSE-RELATED INSTRUCTION:

SUBJECTS: All subjects offered for study, though to date have not had classes in some of the applied sciences or languages.
LEVELS: upper-class.
METHODS: lecture(s) by librarian; term paper advisory service/research consultation; library exercises/worksheets. Classes result from instructors' requests.
STATISTICS: 425 students per year; 25 classes per year.

COMPETENCY TEST: yes. Economics seniors answer a set of questions before coming to the library instruction sessions. Instruction is gauged to results of the preliminary test.
WRITTEN GOALS & OBJECTIVES: yes.
FORMAL PROGRAM EVALUATION: We have asked for evaluations from students at the end of all sessions. Recently, we have asked for evaluations from the freshmen seminars.

Hollins College
Fishburn Library
(Cont.)

CURRENT PROJECTS: Offer a "Pathfinder Program"--individualized library instruction sessions geared to students' research topics. Half-hour time slots are scheduled with a librarian to go over the search process. Very positive student response. Also, work continues on the Short Term Library Instruction freshmen program. Report is available.

J. Sargeant Reynolds Community College
Parham Campus Learning Resources Center
P. O. Box C32040
Richmond, Virginia 23261-2040
804-371-3220 SCATS: 371-3220
Junior/Community College

PROGRAM ADMINISTRATION: Coordinator -- Tim Williams, Coordinator of Library Services. 3 professional librarians involved in instruction.
INSTRUCTIONAL MATERIALS-GUIDES: general library information. Guides to the card catalog; to media/audio-visual services. Pathfinders. Guides to ILL; to online searches.
ORIENTATION TOURS: for freshmen. 12 tours (1987); 840 students per year (1987).
SEPARATE COURSE: none.
FRESHMEN PROGRAM: non-compulsory. Through English.
  METHODS: lecture(s) by librarian; term paper advisory service/research consultation; library exercises/worksheets. Media: slide-tape.
  STATISTICS: 675 students per year; 35 classes per year for FY 1987.
UPPER-LEVEL COURSE-RELATED INSTRUCTION:
  SUBJECTS: Administration of Justice; Fire Science; Legal Assisting; Business Administration; Engineering.
  LEVELS: 100 and 200 level. "Introduction to..." and "Seminar and Project..." courses.
  METHODS: lecture(s) by librarian; term paper advisory service/research consultation. Have developed a "Sources for Courses" worksheet highlighting search strategy.
  STATISTICS: 150 students per year; 8 classes per year for FY 1987.
COMPETENCY TEST: no.
WRITTEN GOALS & OBJECTIVES: yes
FORMAL PROGRAM EVALUATION: no.
CURRENT PROJECTS: no response.

James Madison University
Carrier Library
Harrisonburg, Virginia 22807
703-568-3826
Bachelors, Masters Only Enrollment: 10,500 FTE

PROGRAM ADMINISTRATION: Coordinator -- Lynn Cameron, Coordinator of Library Instruction. 12 professional librarians involved in instruction.
INSTRUCTIONAL MATERIALS-GUIDES: general library information. Guides to specific reference sources; to the catalog (OPAC); to use of CD-ROM; to government documents; to microforms; to media/audio-visual services. Subject bibliographies. Guides to ILL; to Comsearch; to Media Resources. Formats other than printed: slide show for law sources.
ORIENTATION TOURS: no response.
SEPARATE COURSE: no response.
FRESHMEN PROGRAM: compulsory through the English Department.
METHODS: workbook (self-paced)
STATISTICS: 2000 students per year; 100 classes per year.
UPPER-LEVEL, COURSE-RELATED INSTRUCTION:
SUBJECTS: Biology; Chemistry; English; Geology; Geography; History; Physics; Political Science; Sociology; Finance; Business Law; Info. Decision Science; Management; Marketing; Education; Living Sciences; Physical Education; Psychology; Communication; Nursing.
LEVELS: upper-level and graduate.
METHODS: lecture(s) by librarian; library exercises/worksheets. Media: slide show for law.
Each librarian serves as liaison to 2-3 departments and does all the library instruction for that department. Our goal is to teach basic library skills to all freshmen and then focus on library skills relating to the major for upperclassmen. We are in the process of developing a list of reference sources for each major that every student who studies that major should know.
STATISTICS: 4600 students per year; 200 classes per year.
COMPETENCY TEST: no.
WRITTEN GOALS & OBJECTIVES: yes.
FORMAL PROGRAM EVALUATION: evaluation of library skills workbook by completion of a subjective evaluation.
CURRENT PROJECTS: teaching using cooperative group learning strategies; expert systems; workshops and workbooks to teach CD-ROMs; university faculty and staff instruction; teaching faculty how to develop good assignments; developing common objectives for library skills for each major; developing a program to assess library skills in each major; using a computer projector during classroom instruction.

John Tyler Community College
Library
Chester, Virginia 23831
804-796-4071 SCATS: 796-4071
Junior/Community College Enrollment: 1666 FTE

PROGRAM ADMINISTRATION: Coordinator -- Peter McTague, Reference Assistant. 1 librarian involved in instruction.
INSTRUCTIONAL MATERIALS-GUIDES: general library information; library handbook. Guides to card catalog; to media/audio-visual services. Subject bibliographies.
ORIENTATION TOURS: for freshmen. 12 tours; 158 students per year.
SEPARATE COURSE: none.
FRESHMEN PROGRAM: non-compulsory.
  METHODS: lecture(s) by librarian; term paper advisory service; library exercises/worksheets; computer-assisted instruction.
  STATISTICS: see next category.
UPPER-LEVEL, COURSE-RELATED INSTRUCTION:
  SUBJECTS: English.
  LEVELS: 2d year students at a community college.
  METHODS: lecture(s) by librarian; term paper advisory service; library exercises/worksheets; computer-assisted instruction.
  STATISTICS: 35 classes; 714 students per year total for both freshmen/upper-level program.
COMPETENCY TEST: no.
WRITTEN GOALS & OBJECTIVES: no.
FORMAL PROGRAM EVALUATION: none.
CURRENT PROJECTS: no response.

Liberty University
Liberty University Library
Lynchburg, Virginia 24506
804-582-2220
Bachelors, Masters, Ph.D. Enrollment: 5200 FTE

PROGRAM ADMINISTRATION: Coordinator -- Russell H. File, Chairman, Reader Services Department. 2 professional librarians involved in instruction.
INSTRUCTIONAL MATERIALS-GUIDES: no response.
ORIENTATION TOURS: no response.
SEPARATE COURSE: no response.
FRESHMEN PROGRAM: compulsory, through the English Department.
  METHODS: Media: video orientation on how to use the library.
  STATISTICS: 1,000 students per year.
UPPER-LEVEL, COURSE-RELATED INSTRUCTION:
  SUBJECTS: no response.
  LEVELS: no response.
  METHODS: lecture(s) by librarian.
  STATISTICS: no response.
COMPETENCY TEST: no.
WRITTEN GOALS & OBJECTIVES: no.
FORMAL PROGRAM EVALUATION: none.
CURRENT PROJECTS: no response.

Longwood College
Dabney Lancaster Library
Farmville, Virginia 23901
804-392-9376 SCATS: 265-4376
Bachelors, Masters Only Enrollment: 3017 FTE

PROGRAM ADMINISTRATION: Coordinator -- Ibrahim Stwodah, Head of Reader Services. 4 professional librarians involved in instruction.
INSTRUCTIONAL MATERIALS-GUIDES: general library information. Guides to specific reference sources; to the card catalog; to the catalog-OPAC; to use of CD-ROM. Subject bibliographies; pathfinders. Guides to ILL; online searches (DIALOG, BRS, Wilsonline; ALANET; GTE Education Services Network). Formats other than printed: videotape.
ORIENTATION TOURS: for freshmen; high school; faculty and staff; upper-level students. 82 tours; 1752 students per year.
SEPARATE COURSE: none.
FRESHMEN PROGRAM: non-compulsory. Through the English Department.
METHODS: lecture(s) by librarian; library exercises/worksheets.
STATISTICS: 1,048 students per year; 48 classes per year.
UPPER-LEVEL COURSE-RELATED INSTRUCTION:
SUBJECTS: English/American Literature; Social Work; Education; Business.
LEVELS: no response.
METHODS: lecture(s) by librarian; library exercises/worksheets. Media: video.
STATISTICS: 704 students per year; 34 classes per year.
COMPETENCY TEST: no.
WRITTEN GOALS & OBJECTIVES: yes.
FORMAL PROGRAM EVALUATION: not applicable.
CURRENT PROJECTS: no response.

Lord Fairfax Community College
Learning Resources Center
P. O. Box 47
Middletown, Virginia 22645
703-869-1120 SCATS: 466-2011 (Toll free--800-666-LFCC)
Junior/Community College Enrollment: 1102 FTE

PROGRAM ADMINISTRATION: Coordinator -- Joyce E. Earhart, Coordinator of Library Instruction. 2 professional librarians involved in instruction.
INSTRUCTIONAL MATERIALS-GUIDES: general library information. Guides to specific reference sources; to card catalog; to special collections/archives; to media/audio-visual services (the Learning Lab). Subject bibliographies; pathfinders. Guides to ILL. Formats other than printed: slide-tape converted to videotape (VHS) -- "The LRC: What's In It For You."
ORIENTATION TOURS: for freshmen. (STD 100). 17 tours; 345 students per year.
SEPARATE COURSE: none.
FRESHMEN PROGRAM: non-compulsory.

METHODS: lecture(s) by librarian; term paper advisory service/research consultation; library exercises/worksheets. "How to use the library to do research"-- lecture or research tour in English, Chemistry, Business, etc. for Eng 112, CHM 111, Bus 236, Bio 110...
STATISTICS: 325 students per year; 18 classes per year.

UPPER-LEVEL, COURSE-RELATED INSTRUCTION:

SUBJECTS: not applicable.
LEVELS:
METHODS:
STATISTICS:

COMPETENCY TEST: no.
WRITTEN GOALS & OBJECTIVES: yes.
FORMAL PROGRAM EVALUATION: no. At times, we have asked the Eng. 112 classes to rate the LRC on categories such as services, hours, books, etc. Student Services provides for the evaluation of STD 100 orientation by administering surveys to participants.
CURRENT PROJECTS: STD 100 orientation students view a videotape and then play a "scavenger hunt" library game involving learning how to use the card catalog, locate books on the shelves, use Readers' Guide and InfoTrac, etc. The LRC staff actively participates in this exercise. We are experimenting this semseter with a self-instructional version of this game for use by STD 100 credit by exam classes.

We have also just videotaped the research instruction tour that is usually given to Eng. 112 classes. Hopefully anyone could view the tape and learn how to use the library. (Additional information available about STD 100 program and LRC library instruction program).

Lynchburg College
Knight-Capron Library
Lynchburg, Virginia 24501
804-522-8441
Bachelors, Masters Only Enrollment: 1700 FTE

PROGRAM ADMINISTRATION: Coordinator -- Virginia Dunn, Instructional Services Librarian/College Archivist. 1 professional librarian involved in instruction.
INSTRUCTIONAL MATERIALS-GUIDES: general library information; library handbook. Guides to specific reference sources; to use of CD-ROM. Guides to online services.
ORIENTATION TOURS: for freshmen; high school; Continuing Education students. Approx. 50 tours; approx. 1,000 students per year.
SEPARATE COURSE: Credit course. This is a one-credit course open to all students. It consists of lectures by the librarian, library exercises and worksheets, and presentations by the students. There are two classes per year, held during the first halves of the semesters, with approximately 15 students in each class.
FRESHMEN PROGRAM: no response.
METHODS:
STATISTICS:
UPPER-LEVEL COURSE-RELATED INSTRUCTION:
SUBJECTS: Education, Nursing, Sociology, Accounting, English.
LEVELS: upper-class; graduate.
METHODS: lecture(s) by librarian; library exercises/worksheets. Media: filmstrips; audio-visual materials.
The type of instruction varies with each course. Sometimes the professor wants a quick overview and other times an in-depth program.
STATISTICS: approx. 300 students per year; 15 classes per year.
COMPETENCY TEST: no.
WRITTEN GOALS & OBJECTIVES: Written goals and objectives for the credit course, but not for the program as a whole.
FORMAL PROGRAM EVALUATION: no.
CURRENT PROJECTS: no response.

Mary Baldwin College
Grafton Library
Staunton, Virginia 24401
703-887-7085
Bachelors Only **Enrollment: 1270 FTE**

PROGRAM ADMINISTRATION: Coordinator -- L. Chabot, Public Services Librarian. 1 professional librarian involved in instruction.
INSTRUCTIONAL MATERIALS-GUIDES: library handbook. Guides to specific reference sources. Subject bibliographies. Guide to "Adult Nonresidential Services."
ORIENTATION TOURS: for freshmen; foreign students; adult students.
SEPARATE COURSE: no response.
FRESHMEN PROGRAM: non-compulsory. Through freshmen advisors (faculty members).
METHODS: lecture(s) by librarian.
STATISTICS: 200 students per year; 15 classes per year.
UPPER-LEVEL, COURSE-RELATED INSTRUCTION:
SUBJECTS: Business; Biology; Marketing; Psychology; History; Journalism; Broadcasting.
LEVELS: upper-class.
METHODS: lecture(s) by librarian; term paper advisory service/research consultation.
STATISTICS: 350 students per year; 25-30 classes per year.
COMPETENCY TEST: no.
WRITTEN GOALS & OBJECTIVES: no.
FORMAL PROGRAM EVALUATION: do not evaluate.
CURRENT PROJECTS: Plan to videotape upper-level, course-related instruction sessions for adult, non-residential students.

Mary Washington College
Mary Washington College Library
Fredericksburg, Virginia 22401-5358
703-899-4593 SCATS: 8-334-4593
Bachelors, Masters Only Enrollment: 2776 FTE

PROGRAM ADMINISTRATION: Coordinator -- Jack Bales, Coordinator of Bibliographic Instruction. 4 professional librarians involved in instruction.
INSTRUCTIONAL MATERIALS-GUIDES: general library information; library handbooks. Guides to specific reference sources; to the catalog-OPAC; to use of CD-ROM. Subject bibliographies. Guides to online services. Formats other than printed: slide-tape orientation.
ORIENTATION TOURS: for freshmen; high school; tours for occasional classes. Numbers vary.
SEPARATE COURSE: Credit course. Offered every semester to two classes, this one-credit course covers basic reference books, the online catalog and library research methodology.
FRESHMEN PROGRAM: compulsory through the English Department.
METHODS: lecture(s) by librarian; term paper advisory service/research consultation; workbook (self-paced); library exercises/worksheets. Students in English 101 all buy a handbook of basic library use skills with exercises which count for 10% of the course grade. They meet for one class week in the library to discuss library anxiety, research methodology and library resources.
STATISTICS: about 700 students per year; about 30 classes per year.
UPPER-LEVEL, COURSE-RELATED INSTRUCTION:
SUBJECTS: Economics; Business Administration; Literature; History; Political Science; Historic Preservation; Biology; Sociology; Computer Science; Anthropology.
LEVELS: no response.
METHODS: lecture(s) by librarian; term paper advisory service/research consultation.
STATISTICS: about 950 students per year; about 45 classes per year.
COMPETENCY TEST: no.
WRITTEN GOALS & OBJECTIVES: no.
FORMAL PROGRAM EVALUATION: no.
CURRENT PROJECTS: Integrating library use with the History Department and with the Business Administration Department. Developing computer-assisted instruction.

Marymount University
Ireton Library
2807 North Glebe Road
Arlington, Virginia 22207
703-284-1533
Bachelors, Masters Only **Enrollment: 2800 FTE**

PROGRAM ADMINISTRATION: Coordinator -- Jean Crowley, Reference Librarian. 4 professional librarian involved in instruction.
INSTRUCTIONAL MATERIALS-GUIDES: general library information. Guides to specific reference sources.
ORIENTATION TOURS: for freshmen, along with freshmen English library instruction.
SEPARATE COURSE: no.
FRESHMEN PROGRAM: compulsory through the English/Nursing Departments.
  METHODS: lecture(s) by librarian; library exercises/worksheets.
  STATISTICS: 350 students per year; approx. 30 classes per year.
UPPER-LEVEL COURSE-RELATED INSTRUCTION:
  SUBJECTS: Human Resources Development; Psychology; Physical Education.
  LEVELS: no response.
  METHODS: lecture(s) by librarian; library exercises/worksheets.
  STATISTICS: 75-100 students per year; 8-10 classes per year.
COMPETENCY TEST: no.
WRITTEN GOALS & OBJECTIVES: no.
FORMAL PROGRAM EVALUATION: no.
CURRENT PROJECTS: Developing plans to train students on CD-ROM use and BRS After Dark.

Mountain Empire Community College
Library
Drawer 700
Big Stone Gap, Virginia 24219
703-523-2400 Ext. 267 SCATS: 791-7267
Junior/Community College Enrollment: 1350 FTE

PROGRAM ADMINISTRATION: Coordinator -- John M. Cotham, Librarian. 1 professional librarian involved in instruction.
INSTRUCTIONAL MATERIALS GUIDES: general library information; library handbook. Guides to specific reference sources; to the card catalog. Subject bibliographies. Guides to ILL.
ORIENTATION TOURS: for freshmen; faculty and staff. 100 tours; 1,350 students per year.
SEPARATE COURSE: library instruction is required as a component of a required orientation course.
FRESHMEN PROGRAM: compulsory through Arts & Sciences Department.
METHODS: lecture(s) by librarian; term paper advisory service/research consultation; library exercises/worksheets.
STATISTICS: 1,350 students per year; 100 classes per year.
UPPER-LEVEL, COURSE-RELATED INSTRUCTION:
SUBJECTS: Nursing, Respiratory Therapy.
LEVELS: no response.
METHODS: lecture(s) by librarian.
STATISTICS: 100 students per year; 2 classes per year.
COMPETENCY TEST: yes. We use a basic library skills test covering the LC system, the card catalog, periodical indexes, and general policies and procedures.
WRITTEN GOALS & OBJECTIVES: no. Goals and objectives for library instruction are included in the course outline.
FORMAL PROGRAM EVALUATION: yes. We have developed and continue to refine an evaluation instrument administered to each class.
CURRENT PROJECTS: We are basically trying to refine and to increase the effectiveness of the fundamental level of instruction already provided.

New River Community College
Learning Resource Center - Library
P. O. Drawer 1127
Dublin, Virginia 24084
703-674-4121 SCATS: 791-3339
Junior/Community College Enrollment: 1849 FTE

PROGRAM ADMINISTRATION: Coordinator -- Roberta S. White, Coordinator of Library Services. 1 professional librarian involved in instruction.
INSTRUCTIONAL MATERIALS-GUIDES: general library information; library handbooks. Guides to specific reference sources; to the card catalog; to microforms; to media/audio-visual services. Subject bibliographies; pathfinders.
ORIENTATION TOURS: for freshmen.
SEPARATE COURSE: none.
FRESHMEN PROGRAM: non-compulsory through the English Department.
METHODS: lecture(s) by librarian; term paper advisory service/research consultation; library exercises/worksheets. Specific instructional sessions are planned for each class with information provided by the faculty member. Information classes on how to do specific kinds of research are presented for classes in many different subject areas including Business Management, Electricity, Secretarial Procedures, etc. in addition to English classes.
STATISTICS: 700 students per year; 25 to 40 classes per year.
UPPER-LEVEL, COURSE-RELATED INSTRUCTION:
SUBJECTS: no response.
LEVELS:
METHODS:
STATISTICS:
COMPETENCY TEST: no.
WRITTEN GOALS & OBJECTIVES: no.
FORMAL PROGRAM EVALUATION: no.
CURRENT PROJECTS: no response.

Norfolk State University
Lyman Beecher Brooks Library
2401 Corprew Avenue
Norfolk, Virginia 23504-9989
804-683-8471 SCATS: 683-8471
Bachelors, Masters, Ph.D. Enrollment: 8000 FTE

PROGRAM ADMINISTRATION: Coordinator -- Miss Joyce Dedmon. 8 professional librarians involved in instruction.
INSTRUCTIONAL MATERIALS-GUIDES: general library information. Guides to specific reference sources; to use of the catalog-OPAC and card; to use of CD-ROM; to special collections/archives; to media/audio-visual services. Subject bibliographies; pathfinders.
ORIENTATION TOURS: 85+ tours; 3500 students per year.
SEPARATE COURSE: Non-credit course. All undergraduate GST 100 classes (Orientation to University Life) are requested to participate.
FRESHMEN PROGRAM: compulsory, through General Studies.
- **METHODS:** lecture(s) by librarian; term paper advisory service/research consultation; workbook (self-paced);library exercises/worksheets.
- **STATISTICS:** 725 classes per year.

UPPER-LEVEL, COURSE-RELATED INSTRUCTION:
- **SUBJECTS:** On any requested that are curriculum related.
- **LEVELS:** no response.
- **METHODS:** lecture(s) by librarian; term paper advisory service/research consultation; library exercises/worksheets.
- **STATISTICS:** not applicable.

COMPETENCY TEST: yes. 10-12 carefully selected questions.
WRITTEN GOALS & OBJECTIVES: yes.
FORMAL PROGRAM EVALUATION: This was the first year for the program. Evaluation procedures not finalized.
CURRENT PROJECTS: Self-guided audio-tour.

Northern Virginia Community College
Alexandria Campus Library
3001 North Beauregard Street
Alexandria, Virginia 22311
703-845-6276 SCATS: 429-6276
Junior/Community College

PROGRAM ADMINISTRATION: Coordinator -- Mimi Gronolund, Head Librarian, Instructional Services. 4 professional librarians involved in instruction.
INSTRUCTIONAL MATERIALS-GUIDES: general library information; library handbooks. Guides to the microfilm catalog. Subject bibliographies; pathfinders. Formats other than printed: cassette (walking tour); slide-tape presentation (introduction to the library).
ORIENTATION TOURS: for freshmen. Special tours for classes such as ESL, business; gerontology; et. al. 105 tours; 1748 students per year.
SEPARATE COURSE: Credit course and non-credit course. A self-instructional credit course is offered through the college's Extended Learning Institute (1 credit hour). Also, a 1 credit hour course was taught during the college's 2-week intersession in January. Workshops are given each semester that are non-credit. One is "Using libraries;" the other, "Using Computers for Research."
FRESHMEN PROGRAM: compulsory through the Counseling Department.
METHODS: workbook (self-paced). Program-placed students are required to complete a library skills module given to orientation classes. Students may also attend one of the library workshops as an option offered in some orientation classes.
STATISTICS: 937 students per year; 54 classes per year.
UPPER-LEVEL, COURSE-RELATED INSTRUCTION:
SUBJECTS: no response.
LEVELS:
METHODS:
STATISTICS:
COMPETENCY TEST: no response.
WRITTEN GOALS & OBJECTIVES: no response.
FORMAL PROGRAM EVALUATION: no response.
CURRENT PROJECTS: We are currently working on a classroom presentation for second semester English students assigned research papers. This instruction will assume basic knowledge of how to use a library and will focus on problems students encounter such as documentation, subject headings, narrowing a topic, and plagiarism. Transparencies/lecture will be followed by a specialized tour.

Northern Virginia Community College
Annandale Campus Learning Resources Center/Library
Godwin Building
8333 Little River Turnpike
Annandale, Virginia 22003
703-323-3128
Junior/Community College Enrollment: 6773 FTE

PROGRAM ADMINISTRATION: Coordinator-- Ruth P. Stanton, Reference Librarian. 4 full-time and 3 half-time professional librarians involved in instruction.
INSTRUCTIONAL MATERIALS-GUIDES: general library information; library handbooks. Guides to specific reference sources. Subject bibliographies; pathfinders. Guides to online searches. Formats other than printed: cassette (Library Walking Tour).
ORIENTATION TOURS: for freshmen; sophomores; subject orientations. 160 tours; 2997 students per year.
SEPARATE COURSE: Credit course. "Library Skills for Research" employs a class/laboratory approach to develop skills in use of library materials. Includes online searching, alternative resources, and a visit to George Mason University's Library. Also taught through NVCC's Extended Learning Institute (ELI).
FRESHMEN PROGRAM: non-compulsory.
METHODS: lecture(s) by librarian (presented in library at specific usage points); library exercises/worksheets. Media: cassette walking tour.
STATISTICS: no response.
UPPER-LEVEL COURSE-RELATED INSTRUCTION:
SUBJECTS: no response.
LEVELS:
METHODS:
STATISTICS:
COMPETENCY TEST: no.
WRITTEN GOALS & OBJECTIVES: no.
FORMAL PROGRAM EVALUATION: Occasionally. Written evaluation questionnaire.
CURRENT PROJECTS: no response.

Northern Virginia Community College
Manassas Campus Library
6901 Sudley Road
Manassas, Virginia 22110
703-368-0184 Ext. 222 SCATS: 466-6245
Junior/Community College Enrollment: 1318 FTE

PROGRAM ADMINISTRATION: Coordinator -- Patricia Bizier, Head Librarian. 2 professional librarians involved in instruction.
INSTRUCTIONAL MATERIALS-GUIDES: general library information. Guides to specific reference sources. Subject bibliographies; pathfinders. Guides to online searching.
ORIENTATION TOURS: for freshmen. 66 tours; 1313 students per year. (1987-'88).
SEPARATE COURSE: Credit course. LBR 105. Introduces students to library skills and resources through laboratory approach. Units include methods for efficient use of encyclopedias, periodical and newspaper indexes, COM catalog, and alternate information sources.
FRESHMEN PROGRAM: non-compulsory.
METHODS: lecture(s) by librarian; workbook (self-paced); library exercises/worksheets.
STATISTICS: no response.
UPPER-LEVEL COURSE-RELATED INSTRUCTION:
SUBJECTS: no response.
LEVELS:
METHODS:
STATISTICS:
COMPETENCY TEST: no.
WRITTEN GOALS & OBJECTIVES: no.
FORMAL PROGRAM EVALUATION: no response.
CURRENT PROJECTS: no response.

Northern Virginia Community College
Woodbridge Campus Library
15200 Neabsco Mills Road
Woodbridge, Virginia 22191
703-670-2191 SCATS: 466-5248
Junior/Community College Enrollment: 2000 FTE

PROGRAM ADMINISTRATION: Coordinator -- Ellie England, Librarian. 3 professional librarians involved in instruction.
INSTRUCTIONAL MATERIALS-GUIDES: general library information. Guides to specific reference sources; to the catalog. Subject bibliographies; pathfinders. Formats other than printed: videotape.
ORIENTATION TOURS: for freshmen; faculty and staff. Individual walking tours with audio cassette.
SEPARATE COURSE: Credit course. One-credit self-study course in "How to Use the College Library." Student schedules conferences with librarian.
FRESHMEN PROGRAM: non-compulsory.
  METHODS: lecture(s) by librarian; term paper advisory service/research consultation; library exercises/worksheets; computer-assisted instruction. Media: slide-tape; walking audio-cassette.
  STATISTICS: 800 students per year; 40 classes per year.
UPPER-LEVEL, COURSE-RELATED INSTRUCTION:
  SUBJECTS: no response.
  LEVELS:
  METHODS:
  STATISTICS:
COMPETENCY TEST: no.
WRITTEN GOALS & OBJECTIVES: no.
FORMAL PROGRAM EVALUATION: no.
CURRENT PROJECTS: no response.

Old Dominion University
Library
Norfolk, Virginia 23529-0256
804-683-4182 SCATS: 535-4182
Bachelors, Masters, Ph.D. Enrollment: 13,000 FTE (1987-'88)

PROGRAM ADMINISTRATION: Coordinator -- Cynthia Wright Swaine, Library Instruction Librarian. 9 professional librarians involved in instruction.
INSTRUCTIONAL MATERIALS-GUIDES: general library information.
Guides to specific reference sources; to the catalog-OPAC; to use of CD-ROM; to government documents; to microforms; to special collections/archives; to media/audio-visual services; to other collections -- Art Library, Music Listening Room; Newspapers. Subject bibliographies. Guides to ILL; automated reference services; circulation and reserve. Formats other than printed: audiotape, videotape.
ORIENTATION TOURS: guided tours for freshmen; high school; faculty and staff. For university students (not just freshmen; all levels); for special campus visitors/groups. 14 tours; 187 students per year. (We don't group tours into freshmen and others. All are welcome, regardless of level).
SEPARATE COURSE: no response.
FRESHMEN PROGRAM: compulsory (supposedly) through the English Department and Educational Leadership & Services Department. Non-compulsory philosophy.

METHODS: lecture(s) by librarian; term paper advisory service/research consultation; library exercises/worksheets. Media: audio tour; videotape on library use. We meet students at "Preview" with basic information, tours offered. English Composition classes come for lecture and have exercise assigned (Eng. 111). Previous course of English Comp. (110) uses a mini (guide/exercise) set of worksheets. University Orientation classes (Education) use audio tour and exercises but no librarian lecture.
STATISTICS: 692 students, 33 classes per year (librarian meets with); +2,000 students, +30 classes per year (librarian does not meet with).

UPPER-LEVEL, COURSE-RELATED INSTRUCTION:

SUBJECTS: Taxation; Biology; Education; Nursing; Accounting; Geography; History; Management; Marketing; Oceanography; Sociology and Criminal Justice; Urban Studies and Public Administration; Women's Studies.
LEVELS: upper-class; graduate; professional.
METHODS: lecture(s) by librarian; term paper advisory service/research consultation.
STATISTICS: 802 students per year; 38 classes per year.

COMPETENCY TEST: no.
WRITTEN GOALS & OBJECTIVES: no.
FORMAL PROGRAM EVALUATION: no.
CURRENT PROJECTS: no response.

Patrick Henry Community College
Learning Resources Center
P. O. Drawer 5311
Martinsville, Virginia 24115
703-638-8777 SCATS: 676-4340
Junior/Community College Enrollment: 915 FTE

PROGRAM ADMINISTRATION: Coordinator -- Al Carlson, Director of the Learning Resources Center. 2 professional librarians involved in instruction.
INSTRUCTIONAL MATERIALS-GUIDES: general library information.
ORIENTATION TOURS: for freshmen. 10 tours; approx. 400 students per year.
SEPARATE COURSE: no response.
FRESHMEN PROGRAM: compulsory through Counseling-Orientation.
  METHODS: lecture(s) by librarian; workbook (self-paced); library exercises/worksheets.
  STATISTICS: 400 students per year; 10 classes per year.
UPPER-LEVEL, COURSE-RELATED INSTRUCTION:
  SUBJECTS: no response.
  LEVELS:
  METHODS:
  STATISTICS:
COMPETENCY TEST: no.
WRITTEN GOALS & OBJECTIVES: yes.
FORMAL PROGRAM EVALUATION: yes. Student Outcomes Assessment Plan.
CURRENT PROJECTS: Video orientation. Computer-assisted instruction.

Piedmont Virginia Community College
Library
Route 6, Box 1-A
Charlottesville, Virginia 22901
804-977-3900 SCATS: 487-1071
Junior/Community College Enrollment: 1776 FTE

PROGRAM ADMINISTRATION: Coordinator -- Phyllis Eisenberg, Librarian. 2 professional librarians involved in instruction.
INSTRUCTIONAL MATERIALS-GUIDES: general library information. Guides to specific reference sources; to the card catalog; to other collections -- periodicals. Subject bibliographies; pathfinders. Guides to ILL. Formats other than printed: slide-tape.
ORIENTATION TOURS: for freshmen; faculty and staff. 52 tours; 943 students per year.
SEPARATE COURSE: Credit course. One-credit course, part of student development program requiring students to have taken one such course for graduation. The library course has eight sessions and an exam period. The approach is the rationale of library organization -- includes exercises and two tours of University of Virginia libraries, one of which covers CD-Roms in the Education Library. A standardized test is given as an exam. No letter grades are given.
FRESHMEN PROGRAM: compulsory through the English Department. Most faculty bring in their classes but they do not necessarily have to do so.
METHODS: lecture(s) by librarian; term paper advisory service/research consultation; library exercises/worksheets. Media: slide-tape orientation. Chemistry and Biology students have an exercise to do.
STATISTICS: 943 students per year; 52 classes per year.
UPPER-LEVEL COURSE-RELATED INSTRUCTION:
SUBJECTS: not applicable.
LEVELS:
METHODS:
STATISTICS:
COMPETENCY TEST: no.
WRITTEN GOALS & OBJECTIVES: no.
FORMAL PROGRAM EVALUATION: yes. The instructor is given a form with four items to evaluate the presenter for one-hour sessions. There is a college form for Student Development classes which evaluates the instructor and the class.
CURRENT PROJECTS: no response.

Radford University
McConnell Library
Radford, Virginia 24142
703-831-5688 SCATS: 229-5688
Bachelors, Masters Only Enrollment: 8700 FTE

PROGRAM ADMINISTRATION: Coordinator -- Blair Brainard, Instruction/Reference Librarian. 3 professional librarians involved in instruction.
INSTRUCTIONAL MATERIALS-GUIDES: general library information; library handbook. Guides to specific reference sources; to the catalog-OPAC. Subject bibliographies; pathfinders. Formats other than printed: videotape for Psych. Abstracts. 99% in print format.
ORIENTATION TOURS: for freshmen; high school; new students and transfers. 10-15 tours; 15-50 students per year. Many of the freshmen English tours could be, but were not counted here.
SEPARATE COURSE: no.
FRESHMEN PROGRAM: through the English Department. At request of the instructor.
METHODS: lecture(s) by librarian; workbook (self-paced); library exercises (included in workbook). Use whatever methods are requested by instructor.
STATISTICS: 950 students per year; 50 classes per year. (1987-'88)
UPPER-LEVEL COURSE-RELATED INSTRUCTION:
SUBJECTS: Primarily Economics and Business; Education; other miscellaneous.
LEVELS: no response.
METHODS: lecture(s) by librarian.
STATISTICS: 550 students per year; 26 classes per year.
COMPETENCY TEST: no.
WRITTEN GOALS & OBJECTIVES: no.
FORMAL PROGRAM EVALUATION: no.
CURRENT PROJECTS: no response.

Randolph-Macon College
McGraw-Page Library
Ashland, Virginia 23005
804-752-7323
Bachelors Only **Enrollment: 1010 FTE**

PROGRAM ADMINISTRATION: Coordinator -- Nancy Newins, Reference Librarian and BI Coordinator. 2 professional librarians involved in instruction.
INSTRUCTIONAL MATERIALS-GUIDES: general library information. Guides to specific reference sources; to the card catalog; to use of CD-ROM; to special collections/archives; to media/audio-visual services; to Computer Room. Subject bibliographies. Guides to ILL; to online searches.
ORIENTATION TOURS: for freshmen; faculty and staff; transfer students; admissions staff-student guides. 8-10 tours; 125 students per year.
SEPARATE COURSE: A three-credit course was offered through January 1988, during a one-month January term, but it is not currently offered. The course had consistently small enrollments, and it was determined that other methods would be more effective in reaching more students.
FRESHMEN PROGRAM: compulsory through the English Department.
METHODS: lecture(s) by librarian; library exercises/ worksheets. Media: transparencies and overhead projector. Also, provide basic instruction in library use for approximately 1/3 of freshmen in August PREP (writing preparation) program. Includes library tours and library exercises.
STATISTICS: 270 students per year; 14 classes per year.
UPPER-LEVEL, COURSE-RELATED INSTRUCTION:
SUBJECTS: Psychology; Romance Languages; German; Biology; Chemistry; Education; Business/Accounting; Sociology.
LEVELS: upper-class.
METHODS: lecture(s) by librarian; library exercises/worksheets. Media: overhead projector.
STATISTICS: 182 students per year; 15 classes per year.
COMPETENCY TEST: no.
WRITTEN GOALS & OBJECTIVES: yes.
FORMAL PROGRAM EVALUATION: no.
CURRENT PROJECTS: Currently working on a computer-assisted instruction program for freshmen, to be used to supplement our BI program and to introduce freshmen to the card catalog and periodical indexes.

Randolph-Macon Woman's College
Lipscomb Library
Lynchburh, Virginia 24503-1526
804-846-9695
Bachelors only Enrollment: 703 FTE

PROGRAM ADMINISTRATION: Coordinators -- Patricia DeMars and Frances Webb, Reference Librarians. 3 professional librarians involved in instruction.
INSTRUCTIONAL MATERIALS-GUIDES: general library information. Guides to special collections/archives. Subject bibliographies. Guides to ILL; to online searches. Other (not specified).
ORIENTATION TOURS: for freshmen; high school; transfer students; international students. 6 tours; 169 students per year.
SEPARATE COURSE: Credit course. A study of information resources and literature search techniques applicable to the various academic disciplines. Designed to provide an understanding of the organization of knowledge from the student's perspective, with concentration in the area of her choice.
FRESHMEN PROGRAM: compulsory, through the Interdisciplinary Studies Department.
METHODS: lectures by librarian.
STATISTICS: 144 students per year; 17 classes per year.
UPPER-LEVEL, COURSE-RELATED INSTRUCTION:
SUBJECTS: Biology, Chemistry, French, Communications, Psychology, English, Education, Sociology, Politics.
LEVELS: upper-class.
METHODS: lectures by librarian.
STATISTICS: 112 students per year; 13 classes per year.
COMPETENCY TEST: no.
WRITTEN GOALS & OBJECTIVES: no.
FORMAL PROGRAM EVALUATION: no.
CURRENT PROJECTS: no response.

Rappahannock Community College
Rappahannock Community College Library
P.O. Box 318
Warsaw, Virginia 22572
804-333-4024
Junior/Community College **Enrollment: 650 FTE**

PROGRAM ADMINISTRATION: Coordinator -- Gary Graham, Director of Library and Media Services. 1 professional librarian involved in instruction.
INSTRUCTIONAL MATERIALS-GUIDES: general library information; library handbook. Subject bibliographies.
ORIENTATION TOURS: for freshmen. 8 tours; approx. 200 students per year.
SEPARATE COURSE: no response.
FRESHMEN PROGRAM: compulsory through the English Department.
METHODS: lecture(s) by librarian; workbook (self-paced); library exercises/worksheets.
STATISTICS: 100 students per year; 4 classes per year.
UPPER-LEVEL, COURSE-RELATED INSTRUCTION:
SUBJECTS: no response.
LEVELS:
METHODS:
STATISTICS:
COMPETENCY TEST: no.
WRITTEN GOALS & OBJECTIVES: no.
FORMAL PROGRAM EVALUATION: no.
CURRENT PROJECTS: no response.

Richard Bland College
Library
Petersburg, Virginia 23305
804-862-6226 SCATS: 8 862-6226
Junior/Community College Enrollment: 797 FTE

PROGRAM ADMINISTRATION: Coordinator -- Mr. Eike Hueter, Librarian. 1 professional librarian involved in instruction.
INSTRUCTIONAL MATERIALS-GUIDES: no response.
ORIENTATION TOURS: for freshmen.
SEPARATE COURSE: none.
FRESHMEN PROGRAM: non-compulsory.
METHODS: lecture(s) by librarian.
STATISTICS: no response.
UPPER-LEVEL, COURSE-RELATED INSTRUCTION:
SUBJECTS: no response.
LEVELS:
METHODS:
STATISTICS:
COMPETENCY TEST: no.
WRITTEN GOALS & OBJECTIVES: no.
FORMAL PROGRAM EVALUATION: no.
CURRENT PROJECTS: no response.

Roanoke College
Library
212 High Street
Salem, Virginia 24153
703-375-2295
Bachelors Only Enrollment: 1500 FTE

PROGRAM ADMINISTRATION: Coordinator -- Vickie Anway, Reference/Automation Librarian. 2 professional librarians involved in instruction.

INSTRUCTIONAL MATERIALS-GUIDES: general library information. Guides to specific reference sources; to the card catalog; to use of CD-ROM; to government documents; to microforms; to special collections/archives. Subject bibliographies. Guides to ILL; to online search searches (Dialog); to cooperative programs. Formats other than printed: videotape (purchased).

ORIENTATION TOURS: for high school students. 8 tours per year.

SEPARATE COURSE: none.

FRESHMEN PROGRAM: compulsory through the English Department.

METHODS: lecture(s) by the librarian; library exercises/worksheets.

STATISTICS: 500 students per year; 25 classes per year.

UPPER-LEVEL COURSE-RELATED INSTRUCTION:

SUBJECTS: Political Science; Psychology; History; Chemistry; Biology.

LEVELS: upper-class.

METHODS: lecture(s) by librarian; term paper advisory service/research consultation.

STATISTICS: 400 students per year; 25 classes per year.

COMPETENCY TEST: yes. To freshmen during orientation. This year was the first year.

WRITTEN GOALS & OBJECTIVES: no.

FORMAL PROGRAM EVALUATION: no. (Solicit feedback, but informally).

CURRENT PROJECTS: Wouldn't call anything we're doing innovative. Trying to get a "bare bones" program in place.

Saint Paul's College
Russell Memorial Library
406 Windsor Avenue
Lawrenceville, Virginia 23868
804-848-3111 Ext. 221
Bachelors Only Enrollment: 544 FTE

PROGRAM ADMINISTRATION: Coordinator -- Wilhelmina H. Johnson, Readers' Services Librarian. 1 professional librarian involved in instruction.
INSTRUCTIONAL MATERIALS-GUIDES: general library information; library handbook. Guides to the card catalog; to microforms; to special collections/archives; to media/audio-visual services.
ORIENTATION TOURS: for freshmen. 7 tours; 300 students per year (1988-'89).
SEPARATE COURSE: none.
FRESHMEN PROGRAM: compulsory through the Humanities and Behavioral Sciences Department.
  METHODS: lecture(s) by librarian; workbook (self-paced); library exercises/worksheets.
  STATISTICS: 150 students per year; 3 classes first semester, 1 class second semester (1988-'89).
UPPER-LEVEL, COURSE-RELATED INSTRUCTION:
  SUBJECTS: none.
  LEVELS: not applicable.
  METHODS: not applicable.
  STATISTICS: not applicable.
COMPETENCY TEST: yes. We administer a Pre-Test on the first day of Library Skills Class. After the lessons have been completed, a Post-Test is administered.
WRITTEN GOALS & OBJECTIVES: yes.
FORMAL PROGRAM EVALUATION: yes. At Library Staff Meetings, this program is discussed both pro and con. In the annual written evaluation, the individual teaching the course is evaluated.
CURRENT PROJECTS: At this time, I am studying library literature to obtain ideas about updating the workbook used in class and to improve upon handouts and worksheets used with classes.

Shenandoah College and Conservatory
Howe Library
Winchester, Virginia 22601
703-665-4632
Bachelors, Masters Only Enrollment: 790 FTE

PROGRAM ADMINISTRATION: Coordinator -- Rosemary Green-Heath, Assistant Librarian. 3 professional librarians involved in instruction.
INSTRUCTIONAL MATERIALS-GUIDES: general library information. Guides to specific reference sources; to the card catalog. Subject bibliographies.
ORIENTATION TOURS: for freshmen; high school; faculty and staff; individual classes, regardless of level. 8-10 tours; 220 students per year.
SEPARATE COURSE: Credit course. "Bibliography and Research Methods" (thesis proposal) course for graduate students -- usually taught 1 semester/year.
FRESHMEN PROGRAM: Non-compulsory.
    METHODS: lecture(s) by librarian; term paper advisory service/research consultation; workbook (self-paced); library exercises/worksheets. This is the first year we've attempted this with our freshmen.
    STATISTICS: 25 students per year; 4 classes per year.
UPPER-LEVEL, COURSE-RELATED INSTRUCTION:
    SUBJECTS: Nursing; Psychology; Music Education; English; Business Administration; Music; Elementary and Secondary Education.
    LEVELS: upper-class; graduate.
    METHODS: lecture(s) by librarian; term paper advisory service/research consultation; library exercises/ worksheets.
    STATISTICS: no response.
COMPETENCY TEST: no.
WRITTEN GOALS & OBJECTIVES: no.
FORMAL PROGRAM EVALUATION: none.
CURRENT PROJECTS: no response.

Southside Virginia Community College
Christanna and John H. Daniel Campuses
Library
Route 1, Box 60
Alberta, Virginia 23821
804-949-7111 SCATS: 371-2027
Junior/Community College Enrollment: 1350 FTE

PROGRAM ADMINISTRATION: Coordinator -- Gay Neale, Coordinator of Learning Resources. 1 professional librarian involved in instruction.
INSTRUCTIONAL MATERIALS-GUIDES: general library information. Guides to specific reference sources; to the card catalog. Guides to ILL.
ORIENTATION TOURS: for freshmen. Also for specialized disciplines (e.g. nursing).
SEPARATE COURSE: none.
FRESHMEN PROGRAM: compulsory through the Counseling Department.
  METHODS: lecture(s) by librarian; library exercises/worksheets.
  STATISTICS: 300 students per year; 15 classes per year.
UPPER-LEVEL, COURSE-RELATED INSTRUCTION:
  SUBJECTS: no response.
  LEVELS:
  METHODS:
  STATISTICS:
COMPETENCY TEST: no.
WRITTEN GOALS & OBJECTIVES: no.
FORMAL PROGRAM EVALUATION: none.
CURRENT PROJECTS: no response.

Southwest Virginia Community College
Library
P.O. Box SVCC
Richlands, Virginia 24641
703-964-2555 Ext. 261
Junior/Community College Enrollment: 2100 FTE; 6995 (head count)

PROGRAM ADMINISTRATION: Coordinators -- Frank Nunez/Sue W. Captain, Coordinator of Library Services/Reader Services Librarian. 2 professional librarians involved in instruction.
INSTRUCTIONAL MATERIALS-GUIDES: general library information; library handbook. Guides to the card catalog. Formats other than printed: cassette (with workbook) for evening students.
ORIENTATION TOURS: for freshmen; high school; faculty and staff. 50 tours; 1,000+ students per year.
SEPARATE COURSE: none.
FRESHMEN PROGRAM: compulsory through Student Services.
METHODS: lecture(s) by librarian. Program is an orientation program.
STATISTICS: 450+ students per year; 21 classes per year.
UPPER-LEVEL, COURSE-RELATED INSTRUCTION:
SUBJECTS: no response.
LEVELS: second year.
METHODS: lecture(s) by librarian; term paper advisory service/research consultation.
STATISTICS: 200+ students per year; 12 classes per year.
COMPETENCY TEST: no.
WRITTEN GOALS & OBJECTIVES: no.
FORMAL PROGRAM EVALUATION: yes. Staff evaluation/student questionnaire.
CURRENT PROJECTS: no response.

Sweet Briar College
Mary Helen Cochran Library
Sweet Briar, Virginia 24595
804-381-6138
Bachelors Only **Enrollment: 570 FTE**

PROGRAM ADMINISTRATION: Coordinator -- Kathleen Lance, Head of Public Services. 3 professional librarians involved in instruction.
INSTRUCTIONAL MATERIALS-GUIDES: general library information; library handbook. Guides to specific reference sources; to the card catalog; to use of CD-ROM; to special collections/archives. Subject bibliographies; pathfinders. Guides to ILL; to online searches; to FAX. Formats other than printed: computer-based orientation tour of the library.
ORIENTATION TOURS: for freshmen; high school; faculty and staff; transfer students; non-traditional students. 12-15 tours; 200-250 students per year.
SEPARATE COURSE: Non-credit course.
FRESHMEN PROGRAM: compulsory through the English Department.
METHODS: lecture(s) by librarian; term paper advisory service/research consultation. Media: computer-based orientation tour of the library. Lab sessions for hands-on experience, focusing on English class assignment.
STATISTICS: 170-200 students per year; 16-20 classes per year.
UPPER-LEVEL, COURSE-RELATED INSTRUCTION:
SUBJECTS: Art History; Biology; Chemistry; English Literature; Sociology; Spanish Literature.
LEVELS: upper-class. Beyond the freshman level most of our formal instruction is directed toward senior seminars.
METHODS: lecture(s) by librarian; term paper advisory service/research consultation.
STATISTICS: 50-60 students per year; 5-6 classes per year.
COMPETENCY TEST: no.
WRITTEN GOALS & OBJECTIVES: yes.
FORMAL PROGRAM EVALUATION: yes. Discussions among library faculty teaching in the program and meetings with the English Department.
CURRENT PROJECTS: Computer-based orientation tour of the library (using Hypercard).

Thomas Nelson Community College
Library
P. O. Box 9407
Hampton, Virginia 23670
804-825-2877 SCATS: 564-2877 or 2878
Junior/Community College

PROGRAM ADMINISTRATION: Coordinators -- Lynn Gallagher and Aileen Schweitzer, Reference Librarians. 2 professional librarians involved in instruction.

INSTRUCTIONAL MATERIALS-GUIDES: general library information. Formats other than printed: slide-tape.

ORIENTATION TOURS: for freshmen; high school; faculty and staff. 1824 students per year.

SEPARATE COURSE: not applicable.

FRESHMEN PROGRAM: compulsory through the English Department.

METHODS: lecture(s) by librarian; library exercises/worksheets. For the first time this year, all English students above the developmental level are being required to complete library skills exercises. In addition, a number of English instructors also request lectures by the librarians on research skills and materials directly related to class assignments.

STATISTICS: 836 students per year.

UPPER-LEVEL, COURSE-RELATED INSTRUCTION:

SUBJECTS: upper-level library instruction is done at the instructor's request. We do not have any classes for which we automatically schedule instruction, but we do have classes that repeatedly ask us to make presentations: office automation; police science; technical writing.

LEVELS: no response.

METHODS: lecture(s) by librarian.

STATISTICS: 214 students per year; 15 classes per year.

COMPETENCY TEST: no.

WRITTEN GOALS & OBJECTIVES: yes.

FORMAL PROGRAM EVALUATION: no.

CURRENT PROJECTS: no response.

Tidewater Community College
Chesapeake Campus
Learning Resources Center
1428 Cedar Road
Chesapeake, Virginia 23320
804-547-9271 Ext. 262 **SCATS: 842-1262**
Junior/Community College **Enrollment: 1117 FTE**

PROGRAM ADMINISTRATION: Coordinator -- Mary Thomas, Librarian. 1 professional librarian involved in instruction. (A library assistant also teaches library instruction).
INSTRUCTIONAL MATERIALS-GUIDES: general library information; library handbook. Guides to specific reference sources. Subject bibliographies; pathfinders. Guides to online services. Formats other than printed: slide-tape.
ORIENTATION TOURS: for freshmen; high school; faculty and staff; any class requesting. (We use worksheets in orientation class). 20 tours; 311 students per year (1987-'88).
SEPARATE COURSE: no response.
FRESHMEN PROGRAM: non-compulsory through English classes.
METHODS: lecture(s) by librarian; term paper advisory service/research consultation; library exercises/worksheets. Media: slide-tape.
STATISTICS: 290 students per year; 18 classes per year (1987-'88).
UPPER-LEVEL, COURSE-RELATED INSTRUCTION:
SUBJECTS: Government; Early Childhood; Horticulture; Speech; Automotive; Biology.
LEVELS: community college course.
METHODS: lecture(s) by librarian; term paper advisory service/research consultation. "Resources Guides" are developed for the classes.
STATISTICS: 543 students per year; 14 classes per year (1987-'88).
COMPETENCY TEST: no.
WRITTEN GOALS & OBJECTIVES: no.
FORMAL PROGRAM EVALUATION: no response.
CURRENT PROJECTS: no response.

Tidewater Community College
Virginia Beach Campus Library
1700 College Crescent
Virginia Beach, Virginia 23456
804-427-7100 SCATS: 842-0100
Junior/Community College Enrollment: 10,000 FTE

PROGRAM ADMINISTRATION: Coordinator -- Jackue Dessino, Reference and Public Services Librarian. 1 professional librarian involved in instruction.
INSTRUCTIONAL MATERIALS-GUIDES: general library information; library handbook. Subject bibliographies; pathfinders. Formats other than printed: library instruction-videotape.
ORIENTATION TOURS: for freshmen; high school.
SEPARATE COURSE: none.
FRESHMEN PROGRAM: compulsory through the Counseling and English Departments.
METHODS: lecture(s) by librarian; term paper advisory service/research consultation; library exercises/worksheets. Media: library instruction video.
STATISTICS: 1100 students per year; 50 classes per year.
UPPER-LEVEL, COURSE-RELATED INSTRUCTION:
SUBJECTS: Engineering; Respiratory Therapy; Radiology; Psychology; Physical Therapy; Medical Record Technology.
LEVELS: no response.
METHODS: lecture(s) by librarian; term paper advisory service/research consultation; library exercises/worksheets.
STATISTICS: 265 students per year; 20 classes per year.
COMPETENCY TEST: no.
WRITTEN GOALS & OBJECTIVES: yes.
FORMAL PROGRAM EVALUATION: no.
CURRENT PROJECTS: "Guide to Instructional Services" brochure; "Term Paper Workshop Handbook."

Union Theological Seminary
Library
3401 Brook Road
Richmond, Virginia 23227
804-355-0671
Masters, Ph.D. **Enrollment: 457 FTE (1987)**

PROGRAM ADMINISTRATION: Coordinators -- Dr. John B. Trotti and Mrs. B.D. Aycock, Librarian and Associate Librarian. 4 professional librarians involved in instruction.
INSTRUCTIONAL MATERIALS-GUIDES: general library information; library handbook. Guides to specific reference sources; to the card catalog. Subject bibliographies.
ORIENTATION TOURS: for each entering class of graduate theology students; faculty and staff. Other informal tours. Library Orientation Manual available. 7 tours; 150 students per year.
SEPARATE COURSE: none.
FRESHMEN/FIRST YEAR STUDENTS PROGRAM: not applicable.
METHODS:
STATISTICS:
UPPER-LEVEL, COURSE-RELATED INSTRUCTION:
SUBJECTS: Old Testament; New Testament.
LEVELS: graduate.
METHODS: lecture(s) by librarians; dissertation advisory service/research consultation. Instruction on IBYCUS (Greek/Hebrew CD-ROM system). Seminars on dissertation research and writing.
STATISTICS: no response.
COMPETENCY TEST: no.
WRITTEN GOALS & OBJECTIVES: no.
FORMAL PROGRAM EVALUATION: no response.
CURRENT PROJECTS: Plan to eventually revise a printed reference guide, "Elementary Watson."

University of Richmond
Boatwright Memorial Library
Richmond Virginia 23173
804-289-8823
Bachelors, Masters Only **Enrollment: 3918 FTE**

PROGRAM ADMINISTRATION: Coordinator -- Marcia Whitehead, Reference Librarian. 6 professional librarians involved in instruction.
INSTRUCTIONAL MATERIALS-GUIDES: general library information. Guides to specific reference sources; to use of CD-ROM; to government documents. Subject bibliographies. Guides to ILL; to online searches; to Research Consultations. Some guides provide instruction in the use of particular tools (e.g. SSCI, Transdex, etc.).
ORIENTATION TOURS: for freshmen; high school; faculty and staff. 45-50 tours; 900-1,000 students per year.
SEPARATE COURSE: Credit course. Two courses are offered. One, for undergraduates in the Humanities and Social Sciences, is a 2-credit class which attempts to teach the concept and process of problem analysis and search strategy, while introducing students to a broad range of materials. Students develop an annotated bibliography on a topic of their choice so that they will learn to work closely and critically with resources related to a particular discipline (ideally their major). The second course is a 3-credit class for master's candidates in English. Its philosophy and strategy are much the same as the undergraduate class's, but focused on materials and issues and skills peculiar to research in language and literature.
FRESHMEN PROGRAM: compulsory through the English Department.
METHODS: lecture(s) by librarian; term paper advisory service/research consultation; workbook (self-paced); library exercises/worksheets. English instructors are assigned to work with a reference librarian who grades exercises for his/her class(es), helps develop research paper topics, provides students with special assistance.
STATISTICS: 650 students per year; 38 classes per year.
UPPER-LEVEL, COURSE-RELATED INSTRUCTION:
SUBJECTS: Psychology; Political Science; Sports Management; American Studies; History; Education; Spanish; Religion.
LEVELS: no response.
METHODS: lecture(s) by librarian; term paper advisory service/research consultation; library exercises/worksheets. Reference librarians provide instruction for the departments associated with their collection development responsibilities, for whose faculty they also provide special research assistance. This results in a relatively high level of subject expertise, familiarity with departmental programs and faculty interests, and faculty confidence in librarians.

UPPER-LEVEL, COURSE-RELATED INSTRUCTION: (CONT.)
STATISTICS: 300 students per year; 25 classes per year.
COMPETENCY TEST: no.
WRITTEN GOALS & OBJECTIVES: no.
FORMAL PROGRAM EVALUATION: no response.
CURRENT PROJECTS: We are contemplating (that's as far as we can go until we get equipment) adapting our freshman English workbook and exercises for hypermedia.

University of Richmond
T.C. Williams School of Law
Library
Richmond, Virginia 23173
804-289-8225
Professional (J.D.)   Enrollment: 450 FTE

PROGRAM ADMINISTRATION: Coordinator -- Paul Birch, Head of Public Services. 4 professional librarians involved in instruction.
INSTRUCTIONAL MATERIALS-GUIDES: general library information; library handbook. Guides to specific reference sources; to the law collection. Subject bibliographies; pathfinders. Guides to Lexis, Westlaw, Museletter.
ORIENTATION TOURS: for first years, and other -- UR, VCU and MCV classes. Statistics not known.
SEPARATE COURSE: Non-credit. First year Legal Research Class (see Freshmen-First Year Program). Lexis/Westlaw training compulsory for all first year students -- approximately 50 hands-on sessions will be conducted by librarians in Spring Semester, 1989. Microcomputer training is voluntary for first year students -- 7 sessions provided by librarians this year.
FRESHMEN/FIRST YEAR PROGRAM: compulsory through Legal Reasoning, Writing and Research class.
METHODS: lecture(s) by librarian; library exercises/worksheets. In addition to lectures and assignments, librarians conduct small-group library instructional sessions in which students are shown exactly how certain library/research materials work. The course is completed with a required, objective examination on the process of legal research.
STATISTICS: 200 students per year; 4 weeks of classes and library sessions.
UPPER-LEVEL, COURSE-RELATED INSTRUCTION:
SUBJECTS: Administrative Law Research Lecture (provided 1-2 times per year).
LEVELS: professional school (law) program.
METHODS: lecture(s) by librarian. Lecture is accompanied by distribution of in-house Administrative Law "pathfinder."
STATISTICS: 30-60 students per year; 1-2 classes per year.
COMPETENCY TEST: no.
WRITTEN GOALS & OBJECTIVES: no.
FORMAL PROGRAM EVALUATION: Librarians meet regularly during and after the first year Legal Research class to evaluate strengths and weaknesses of the program. Students will be asked to submit evaluations of the class at the end of Fall semester.
CURRENT PROJECTS: We hope to provide more in the way of advanced legal research seminars and LEXIS/WESTLAW refreshers for 2nd and 3rd year students in the coming year.

University of Virginia
Alderman Library
Charlottesville, Virginia 22903-2498
804-924-3021
Bachelors, Masters, Ph.D. Enrollment: 16,800 FTE

PROGRAM ADMINISTRATION: Coordinator -- Kay Cutler, Instructional Services Librarian. 9 professional librarians involved in instruction.
INSTRUCTIONAL MATERIALS-GUIDES: general library information. Guides to specific reference sources; to the card catalog (ceased 1/89) and the catalog-OPAC; to use of CD-ROM; to government documents; to microforms; to special collections/archives; to periodicals (current). Subject bibliographies. Guides to ILL; to online searches; graduate guide to Alderman Library; undergraduate guide to Alderman Library; guides to individual branch libraries.
ORIENTATION TOURS: for freshmen; high school (as appropriate and feasible); faculty and staff; outside groups as appropriate and feasible. Statistics combined with instructional program statistics -- orientation not separate from instruction.
SEPARATE COURSE: none.
FRESHMEN PROGRAM: compulsory through the English Department.
(Unless students are exempted)
METHODS: lecture(s) by librarian; library exercises/worksheets.
STATISTICS: Total for freshmen and upper-class instruction -- 1421 students per year; 102 classes per year.
UPPER-LEVEL, COURSE-RELATED INSTRUCTION:
SUBJECTS: Many, e.g. History; English; Architectural History; American Studies; Government; Engineering.
LEVELS: no response.
METHODS: lecture(s) by librarian; library exercises/worksheets.
STATISTICS: see above.
COMPETENCY TEST: no.
WRITTEN GOALS & OBJECTIVES: yes. Part of Reference Department Guidelines.
FORMAL PROGRAM EVALUATION: no. Not continuously evaluted in the past.
CURRENT PROJECTS: Investigating remote access and user education.

University of Virginia
Art Library
Bayly Drive
Charlottesville, Virginia 22903
804-924-6801
Bachelors, Masters, Ph.D. Enrollment: 550 (Architecture) 150 (Art)

PROGRAM ADMINISTRATION: Coordinator -- Jack Robertson, Fine Arts Librarian. 1 professional librarian involved in instruction.
INSTRUCTIONAL MATERIALS-GUIDES: general library information. Guides to specific reference sources; to the catalog-OPAC. Subject bibliographies. Guides to online searches.
ORIENTATION TOURS: for freshmen; high school; faculty and staff; incoming graduate students. 12 tours; 180 students per year.
SEPARATE COURSE: Non-credit course. Four-session sequence for incoming art history graduate students.
FRESHMEN PROGRAM: not applicable.
    METHODS:
    STATISTICS:
UPPER-LEVEL, COURSE-RELATED INSTRUCTION:
    SUBJECTS: Art; Art History; Architecture; Architectural History; Landscape Architecture; Urban Planning; Historic Preservation.
    LEVELS: no response.
    METHODS: lecture(s) by librarian; term paper advisory service/research consultation.
    STATISTICS: 500 students per year; 20 classes per year.
COMPETENCY TEST: no.
WRITTEN GOALS & OBJECTIVES: no.
FORMAL PROGRAM EVALUATION: no.
CURRENT PROJECTS: no response.

University of Virginia
Arthur J. Morris Law Library
Charlottesville, Virginia 22901
804-924-3384 SCATS: 398-3384
Professional Enrollment: 1180 FTE

PROGRAM ADMINISTRATION: Coordinator -- Kent Olson, Head of Reference. 5 professional librarians involved in instruction.
INSTRUCTIONAL MATERIALS-GUIDES: general library information.
ORIENTATION TOURS: no response.
SEPARATE COURSE: no response.
FRESHMEN/FIRST YEAR STUDENTS PROGRAM: no response.
 METHODS:
 STATISTICS:
UPPER-LEVEL, COURSE-RELATED INSTRUCTION:
 SUBJECTS: Introduction to Legal Research for Undergraduates, and for foreign students; use of computer-assisted research systems; lectures on specific types of research, such as legislative histories and International Law.
 LEVELS: no response.
 METHODS: lecture(s) by librarian.
 STATISTICS: no record kept.
COMPETENCY TEST: no.
WRITTEN GOALS & OBJECTIVES: no.
FORMAL PROGRAM EVALUATION: no response.
CURRENT PROJECTS: no response.

University of Virginia
Claude Moore Health Sciences Library
Box 234
Charlottesville, Virginia 22908
804-924-2752 SCATS: 398-9999
Bachelors, Masters, Ph.D., Professional Enrollment: 3492 FTE

PROGRAM ADMINISTRATION: Coordinator -- Susan Gerding Beder, User Education Coordinator. 4 professional librarians involved in instruction.
INSTRUCTIONAL MATERIALS-GUIDES: Guides to the catalog-OPAC (LIS in development); to use of CD-ROM (in development/3 systems). Guides (brochures) to online searches; consultation services; educational programs. Manuals for end-user search systems -- BRS Colleague, Paper Chase, National Library of Medicine.
ORIENTATION TOURS: for faculty and staff; first year medical students; upper-level nursing students. 24 tours; 137 attendees per year (FY 1987-'88).
SEPARATE COURSE: None.
FRESHMEN/FIRST YEAR STUDENTS PROGRAM: None.
UPPER-LEVEL, COURSE-RELATED INSTRUCTION:
SUBJECTS: End-user searching on BRS Colleague, Paper Chase, National Library of Medicine; online bibliographic file management.
LEVELS: graduate and professional. Faculty, residents, graduate students, medical and nursing students.
METHODS: lecture(s) by librarian. The focus of our program is on information management, rather than bibliographic instruction. Our target groups are primarily faculty, residents, medical students, and upper-level nursing students. As a result, much of what we do is not adequately reflected on this questionnaire. We do offer tours/orientation, but the bulk of our instruction is small groups with hands-on practice. We focus on end-user searching and management of the resulting citations with file management software. A practical library use for secretaries class is also offered.
STATISTICS: 373 students; 85 classes per year ('87-'88).
COMPETENCY TEST: no.
WRITTEN GOALS & OBJECTIVES: yes.
FORMAL PROGRAM EVALUATION: yes. Each class has an evaluation form. These forms are reviewed by the Coordinator and Head of Reference. The Information Education Committee periodically reviews each class. Large-scale training of medical students is evaluated at each training session by evaluation form. It is then evaluated at the end of the program by questionnaires to all participants and telephone follow-up to a representative sample. Findings are reported to the Dean of the Medical School.
CURRENT PROJECTS: Consulting services for end-user searching, and in a related area, software selection.

University of Virginia
Clemons Library
Box 710, Newcomb Station
Charlottesville, Virginia 22904
804-924-7410 SCATS: 398-7410
Bachelors, Masters, Ph.D. Enrollment: 16,000 FTE

PROGRAM ADMINISTRATION: Coordinator -- Elizabeth Margutti, Public Services Librarian. 2 professional librarians involved in instruction.
INSTRUCTIONAL MATERIALS-GUIDES: general library information. Guides to specific reference sources; to media/audio-visual services. Pathfinders.
ORIENTATION TOURS: for freshmen; high school. 16 tours; 250 students per year.
SEPARATE COURSE: None.
FRESHMEN PROGRAM: compulsory through the English Department.
    METHODS: lecture(s) by librarian.
    STATISTICS: 1200 students per year; 110 classes per year.
UPPER-LEVEL, COURSE-RELATED INSTRUCTION:
    SUBJECTS: None in Clemons.
    LEVELS:
    METHODS:
    STATISTICS:
COMPETENCY TEST: no.
WRITTEN GOALS & OBJECTIVES: yes.
FORMAL PROGRAM EVALUATION: no.
CURRENT PROJECTS: Hypertext projects: understanding call numbers and speech topics. Hypertext contact person: Warner Granade.

University of Virginia
Darden Library (Business)
Box 6550
Charlottesville, Virginia 22906
804-924-7321
Professional Enrollment: 500 FTE

PROGRAM ADMINISTRATION: Coordinator -- Libby Eshbach, Public Service Librarian. 1 professional librarian involved in instruction.
INSTRUCTIONAL MATERIALS-GUIDES: general library information; library handbook. Guides to specific reference sources; to use of CD-ROM; to media/audio-visual services.
ORIENTATION TOURS: no response.
SEPARATE COURSE: no response.
FRESHMEN/FIRST YEAR STUDENTS PROGRAM: no response.
  METHODS:
  STATISTICS:
UPPER-LEVEL, COURSE-RELATED INSTRUCTION:
  SUBJECTS: no response.
  LEVELS:
  METHODS:
  STATISTICS:
COMPETENCY TEST: no.
WRITTEN GOALS & OBJECTIVES: no.
FORMAL PROGRAM EVALUATION: none.
CURRENT PROJECTS: no response.

University of Virginia
Education Library
405 Emmet Street
Ruffner Hall
Charlottesville, Virginia 22903
804-924-7040
Bachelors, Masters, Ph.D. Enrollment: 1200 FTE

PROGRAM ADMINISTRATION: Coordinator -- Betsy Anthony, Education Librarian. 2 professional librarians involved in instruction.
INSTRUCTIONAL MATERIALS-GUIDES: general library information. Guides to the catalog-OPAC; to use of CD-ROM. Guide to Computer Information Services available.
ORIENTATION TOURS: for faculty and staff; for new Education School students (undergraduate and graduate). 3 tours; 50 students per year.
SEPARATE COURSE: Non-credit course. At the invitation of the professor, 2 hour sessions are held at the undergraduate, masters and doctoral level covering sources in their field of interest, computerized information services available, and demo with hands-on experience and search strategies in using the library's CD-ROM products.
FRESHMEN PROGRAM: not applicable.
METHODS:
STATISTICS:
UPPER-LEVEL, COURSE-RELATED INSTRUCTION:
SUBJECTS: Research in Education; Children's & Young Adult Literature; Computer Applications; Higher Education (College and University).
LEVELS: upper-class and graduate.
METHODS: lecture(s) by librarian. Media: overhead projector; computer. Handouts and assignments.
STATISTICS: 800-850 students per year; 30-40 classes per year (subject-oriented); 120 classes per year (computer instruction on CD-ROM).
COMPETENCY TEST: no.
WRITTEN GOALS & OBJECTIVES: yes. (Very informal).
FORMAL PROGRAM EVALUATION: no.
CURRENT PROJECTS: Instruction through the networking of the computers, making available hands-on experience for all participants.

University of Virginia
Music Library
Old Cabell Hall
Charlottesville, Virginia 22903-3298
804-924-7041
Bachelors, Masters Only **Enrollment: 18 FTE/year**

PROGRAM ADMINISTRATION: Coordinator -- Diane Parr Walker, Music Librarian. 1 professional librarian involved in instruction.
INSTRUCTIONAL MATERIALS-GUIDES: general library information. Guides to specific reference sources; to the card catalog; to the catalog-OPAC; to special collections/archives.
ORIENTATION TOURS: for faculty and staff. Approximately 5 per year; 60 students per year.
SEPARATE COURSE: Credit course. Course in music bibliography required of all undergraduate music majors.
FRESHMEN PROGRAM: not applicable.
METHODS:
STATISTICS:
UPPER-LEVEL, COURSE-RELATED INSTRUCTION:
SUBJECTS: Music.
LEVELS: upper-class; graduate.
METHODS: lecture(s) by librarian; library exercises/workbooks.
STATISTICS: 18 students per year; 1 class per year.
COMPETENCY TEST: no.
WRITTEN GOALS & OBJECTIVES: no.
FORMAL PROGRAM EVALUATION: Music Department receives student evaluations of the course each time it is offered.
CURRENT PROJECTS: no response.

Virginia Commonwealth University
James Branch Cabell Library
Box 2033
Richmond, Virginia 23284-2033
804-367-1103 SCATS: 367-1103
Bachelors, Masters, Ph.D. Enrollment: 12,485 FTE (Fall 1989)

PROGRAM ADMINISTRATION: Coordinator -- Tim Dixon. 6 professional librarians involved in instruction.
INSTRUCTIONAL MATERIALS-GUIDES: general library information. Guides to specific reference sources; to the catalog-OPAC (ALIS,NOTIS); to use of CD-ROM; to special collections/archives; to media/audio-visual services. Subject bibliographies. Guides to ILL; to online searches; to Disabled Services; to Circulation; to Learning Resource Center; to Library Services.
ORIENTATION TOURS: for freshmen; high school; faculty and staff; graduates. 320 tours; 4980 students per year.
SEPARATE COURSE: none.
FRESHMEN PROGRAM: non-compulsory.
METHODS: lecture(s) by librarian; library exercises/worksheets. Media: overheads; hands-on compact disc; hands-on ALIS. Conceptually based. Evaluations gathered from students and instructors. 1 or 2 sessions, 2-week notice. Goals and objectives written for each class. Course-related, hands-on.
STATISTICS: not kept.
UPPER-LEVEL, COURSE-RELATED INSTRUCTION:
SUBJECTS: Biology; Communication; Art and Design; Rehabilitation; Recreation; Business; Fashion; Psychology; Theatre; Physical Education; Political Science; Mass Communication; Public Administration; Criminal Justice; Education; Art History; Social Work.
LEVELS: no response.
METHODS: lecture(s) by librarian; library exercises/worksheets. Media: overheads; AQUASTAR to project OPAC; hands-on CD. Generally smaller classes. Targeted groups include research class for discipline. Research strategy stressed.
STATISTICS: 715 students per year.
COMPETENCY TEST: no.
WRITTEN GOALS & OBJECTIVES: no. Working on them currently. Hope to have them is place next semester.
FORMAL PROGRAM EVALUATION: yes. Student and faculty evaluations of all classes. Questions supplied by librarian. Students return them to librarian. Faculty member sends their form to Head of Reference.
CURRENT PROJECTS: Library Instruction Policy. Targeting groups for instruction, i.e., honors' students, mentor program. Investigating videotaping for improvement in teaching techniques.

Virginia Commonwealth University
Tompkins McCaw Library
Box 582
MCV Station
Richmond, Virginia 23298
804-786-0824
Bachelors, Masters, Ph.D., Professional **Enrollment: 2171 FTE**

PROGRAM ADMINISTRATION: Coordinator -- Kate Gibbons, Medical Reference Librarian. 4 professional librarians involved in instruction.
INSTRUCTIONAL MATERIALS-GUIDES: general library information. Guides to specific reference sources; to the catalog-OPAC; to use of CD-ROM; to government documents; to media/audio-visual services. Subject bibliographies; pathfinders.
ORIENTATION TOURS: for faculty and staff; graduate students. 250 students per year.
SEPARATE COURSE: Non-credit. Secretaries' workshop. Research Assistants workshop. Use of indexes. Courses on Grateful Med, BRS Colleague, user-friendly database.
FRESHMEN/FIRST YEAR STUDENTS PROGRAM: no response.
METHODS:
STATISTICS:
UPPER-LEVEL COURSE-RELATED INSTRUCTION:
SUBJECTS: Medical indexes; Nursing and Allied Health indexes.
LEVELS:
METHODS: lecture(s) by librarian.
STATISTICS:
COMPETENCY TEST: no.
WRITTEN GOALS & OBJECTIVES: yes.
FORMAL PROGRAM EVALUATION: yes. All courses have evaluations this year. All orientations will be evaluated.
CURRENT PROJECTS: Teaching faculty/staff to search user-friendly databases.

Virginia Intermont College
J. F. Hicks Library
Moore Street
Bristol, Virginia 24201
703-669-6101 Ext. 238
Bachelors Only

PROGRAM ADMINISTRATION: Coordinator -- Milton Stevenson, Head Librarian. 1 professional librarian involved in instruction.
INSTRUCTIONAL MATERIALS-GUIDES: library handbook. Guides to specific reference sources; to the card catalog.
ORIENTATION TOURS: for freshmen. 3 tours; 150 students per year.
SEPARATE COURSE: no response.
FRESHMEN PROGRAM: compulsory through the English Department.
- METHODS: lecture(s) by librarian; term paper advisory service/research consultation; library exercises/worksheets.
- STATISTICS: approx. 100 students per year; approx. 10 classes per year.

UPPER-LEVEL, COURSE-RELATED INSTRUCTION:
- SUBJECTS: As needed, requested.
- LEVELS: no response.
- METHODS: lecture(s) by librarian; term paper advisory service/research consultation; library exercises/worksheets.
- STATISTICS: variable.

COMPETENCY TEST: no.
WRITTEN GOALS & OBJECTIVES: no.
FORMAL PROGRAM EVALUATION: no response.
CURRENT PROJECTS: no response.

Virginia Polytechnical Institute and State University
Newman Library
Blacksburg, Virginia 24061
703-231-9231
Bachelors, Masters, Ph.D.

PROGRAM ADMINISTRATION: Coordinator -- Linda Wilson, Coordinator of Bibliographic Instruction. 20 professional librarians involved in instruction.
INSTRUCTIONAL MATERIALS-GUIDES: general library information. Guides to specific reference sources; to the catalog-OPAC; to use of CD-ROM; to government documents; to microforms; to special collections/archives; to media/audio-visual services; to maps. Subject bibliographies; pathfinders. Guides to ILL; to online searches; to library instruction; to Circulation; to Reserve; to Photocopy. Formats other than printed: videotape.
ORIENTATION TOURS: for freshmen; high school; faculty and staff; graduate students.
SEPARATE COURSE: none.
FRESHMEN PROGRAM: compulsory through the Engineering Department. Non-compulsory through the English Department.

METHODS: lecture(s) by librarian; term paper advisory service/research consultation; library exercises/worksheets. Media: OPAC demonstrations/videotape for freshmen engineering students. Self-guided tours for freshmen English classes.
STATISTICS: 4,000 students per year; 50 classes per year.

UPPER-LEVEL, COURSE-RELATED INSTRUCTION:

SUBJECTS: History; Education; Communications; Engineering; Fish and Wildlife; Entomology; Sociology; Political Science; Agronomy; Human Nutrition and Food; Clothing and Textiles; Geography; Computer Science; English; Law; Veterinary Medicine.
LEVELS: upper-class; graduate; professional.
METHODS: lecture(s) by librarian; term paper advisory service/research consultation. Media: OPAC; online database searching; CD-ROM demonstrations.
STATISTICS: 1,500 students per year; 75 classes per year.

COMPETENCY TEST: no.
WRITTEN GOALS & OBJECTIVES: yes.
FORMAL PROGRAM EVALUATION: no.
CURRENT PROJECTS: Library directory and orientation to library and specific subjects on p.c.'s using Hypercard. Also, we are offering a doctoral level course taught by librarians for the College of Education entitled "Information Technology."

Virginia Tech/Northern Graduate Center
Library
2990 Telestar Court
Falls Church, Virginia 22042-1287
703-698-6011
Masters, Ph.D. Enrollment: 600 FTE

PROGRAM ADMINISTRATION: Coordinator -- Janet R. Carlton, Northern Virginia Librarian. 2 professional librarians involved in instruction.
INSTRUCTIONAL MATERIALS-GUIDES: general library information. Guides to the catalog-OPAC. (Guides to CD-ROM in preparation).
ORIENTATION TOURS: for graduate students. 12-15 tours; 150 students per year.
SEPARATE COURSE: none.
FRESHMEN PROGRAM: not applicable.
    METHODS:
    STATISTICS:
UPPER-LEVEL, COURSE-RELATED INSTRUCTION:
    SUBJECTS: no response.
    LEVELS: graduate.
    METHODS: lecture(s) by librarian; term paper advisory service/research consultation. Already emphasize online help on OPAC. Intend to promote it further with CD-ROMs and Easynet when available.
    STATISTICS: 200-300 students per year.
COMPETENCY TEST: no.
WRITTEN GOALS & OBJECTIVES: no.
FORMAL PROGRAM EVALUATION: no. Haven't reached point of coordinating with main campus program yet either.
CURRENT PROJECTS: Am planning for and doing a lot of talking about experimenting with flexible "end-user" searching of Knowledge Index and Easynet in addition to CD-ROMs -- probably on a pay-as-they-go basis. We'll see...

Virginia Union University
William J. Clark Library
1500 Lombardy Street
Richmond, Virginia 23220
804-257-5822
Bachelors, Masters Only **Enrollment: 1200 FTE**

PROGRAM ADMINISTRATION: Coordinator -- Ronald A. Shelton, Reference Librarian. 3 professional librarians involved in instruction.
INSTRUCTIONAL MATERIALS-GUIDES: general library information. Guides to specific reference sources.
ORIENTATION TOURS: for freshmen; high school. 25 tours; 500 students per year.
FRESHMEN PROGRAM: compulsory through General Studies.
METHODS: lecture(s) by librarian; term paper advisory service/research consultation; library exercises/worksheets.
STATISTICS: 500 students per year; 25 classes per year.
UPPER-LEVEL, COURSE-RELATED INSTRUCTION:
SUBJECTS: none.
LEVELS:
METHODS:
STATISTICS:
COMPETENCY TEST: no.
WRITTEN GOALS & OBJECTIVES: no.
FORMAL PROGRAM EVALUATION: no.
CURRENT PROJECTS: We are developing a library instruction module on computer.

Virginia Wesleyan College
Hofheimer Library
Wesleyan Drive
Norfolk, Virginia 23502
804-455-3223
Bachelors Only **Enrollment: 1200 FTE**

PROGRAM ADMINISTRATION: Coordinator -- Lib Porter, Reference Librarian. 2 professional librarians involved in instruction.
INSTRUCTIONAL MATERIALS-GUIDES: general library information; library handbooks. Guides to specific reference sources; to the card catalog. Subject bibliographies; pathfinders. Formats other than printed: cassette.
ORIENTATION TOURS: for freshmen. 24 tours; 227 students per year.
SEPARATE COURSE: Credit course. Two-credit course offered in January. Stresses research methods.
FRESHMEN PROGRAM: non-compulsory. Inter-departmental.
METHODS: lecture(s) by librarian; library exercises/worksheets.
STATISTICS: 208 students per year; 17 classes per year.
UPPER-LEVEL, COURSE-RELATED INSTRUCTION:
SUBJECTS: Literature; Sociology; Recreation/Leisure; Business; Education.
LEVELS: upper-class.
METHODS: lecture(s) by librarian; term paper advisory service/research consultation; library exercises/worksheets; computer-assisted instruction. Media: A-V instruction of education majors.
STATISTICS: 100 students per year; 5 classes per year.
COMPETENCY TEST: no.
WRITTEN GOALS & OBJECTIVES: no.
FORMAL PROGRAM EVALUATION: no.
CURRENT PROJECTS: Currently working on expanding library instruction programs for subject majors. We are also working on making library instruction for freshmen compulsory.

Virginia Western Community College
Brown Library
P. O. Box 14006
Roanoke, Virginia 24038
703-982-7303 SCATS: 676-7303
Junior/Community College Enrollment: 2800 FTE

PROGRAM ADMINISTRATION: Coordinator -- John D. Welsh, Reference Librarian. 1.5 professional librarians involved in instruction.
INSTRUCTIONAL MATERIALS-GUIDES: general library information.
ORIENTATION TOURS: for freshmen; high school. 45 tours; 1,000 students per year.
SEPARATE COURSE: none.
FRESHMEN PROGRAM: compulsory through the English Department.
    METHODS: lecture(s) by librarian; library exercises/worksheets.
    STATISTICS: 500 students per year; 20 classes per year.
UPPER-LEVEL, COURSE-RELATED INSTRUCTION:
    SUBJECTS: no response.
    LEVELS:
    METHODS:
    STATISTICS:
COMPETENCY TEST: no.
WRITTEN GOALS & OBJECTIVES: no.
FORMAL PROGRAM EVALUATION: no response.
CURRENT PROJECTS: no response.

Washington and Lee
The University Library
Lexington, Virginia 24450
703-463-8643
Bachelors Only Enrollment: 1500 FTE

PROGRAM ADMINISTRATION: Coordinator -- Peggy Webster Hays, Public Services, Reference and Documents Librarian. 3 professional librarians involved in instruction.

INSTRUCTIONAL MATERIALS-GUIDES: library handbook. Guides to specific reference sources; to the catalog; to government documents. Guides to separate services. All guides are prepared/updated by the librarian teaching the course.

ORIENTATION TOURS: for freshmen; high school; faculty and staff. Approx. 35-40 tours; 350 students per year.

SEPARATE COURSE: All bibliographic instruction courses have a focus: History, English, Economics, etc. The class handouts/guides are slanted to the focus. The class meets one time each week for the semester. There is a class assignment after each lecture and a final bibliography using all lectures on a topic selected with consultation of professors in the subject area.

FRESHMEN PROGRAM: freshmen and upper-level instruction are together at W&L. The bibliographic instruction is a 190 course but may be taken by freshmen and upper-classmen along with an upper level course.

METHODS: lecture(s) by librarian; library exercises/worksheets. Team approach with subject department. Example: History 190 (the course) will produce an annotated bibliography to be used in an upper-level history class.

STATISTICS: see below.

UPPER-LEVEL, COURSE-RELATED INSTRUCTION:

SUBJECTS: History; Economics; Art; Music; Philosophy; Religion; Journalism; Political Science.

LEVELS: upper-class.

METHODS: lecture(s) by librarian; library exercises/worksheets.

STATISTICS: (includes freshmen). 200 students per year; 9 classes per year.

COMPETENCY TEST: no.

WRITTEN GOALS & OBJECTIVES: no.

FORMAL PROGRAM EVALUATION: Informally -- student evaluation of teaching and content.

CURRENT PROJECTS: Having students help teach the course.

Wytheville Community College
Library
1000 East Main Street
Wytheville, Virginia 24382

703-228-5541 Ext. 258	**SCATS: 676-4121**
Junior/Community College	**Enrollment: 1141 FTE (1987-'88)**

PROGRAM ADMINISTRATION: Coordinator -- Anna Ray Roberts, Coordinator of Library Services. 2 professional librarians involved in instruction.
INSTRUCTIONAL MATERIALS-GUIDES: library handbook.
ORIENTATION TOURS: for freshmen; high school (and elementary if requested).
SEPARATE COURSE: none.
FRESHMEN PROGRAM: compulsory through freshmen orientation class.
METHODS: lecture(s) by librarian; term paper advisory service/research consultation (selected students); library exercises/worksheets.
STATISTICS: approx. 300 students per year; 10-12 classes per year.
UPPER-LEVEL, COURSE-RELATED INSTRUCTION:
SUBJECTS: no response.
LEVELS:
METHODS:
STATISTICS:
COMPETENCY TEST: no.
WRITTEN GOALS & OBJECTIVES: no.
FORMAL PROGRAM EVALUATION: yes. Student evaluations.
CURRENT PROJECTS: no response.

APPENDIX A
KEY TO SYMBOLS FOR PARTICIPATING INSTITUTIONS

BCC	Blue Ridge Community College/Library
DCC	Dabney S. Lancaster Community College/Library
GCC	Germanna Community College/Library
JCC	John Tyler Community College/Library
JVU	Danville Community College/Library
LCC	Lord Fairfax Community College/LRC
MCC	Mountain Empire Community College/Library
MMV	Marymount University/Library
NCA	Northern Virginia Community College-Alexandria/Library
NCM	Northern Virginia Community College-Manassas/Library
NCW	Northern Virginia Community College-Woodbridge/Library
PCC	Patrick Henry Community College/LRC
PVC	Piedmont Virginia Community College/Library
RAC	Rappahannock Community College/Library
RBC	Richard Bland College/Library
SCC	Shenandoah College and Conservatory/Library
SPC	Saint Paul's College/Library
SVCC	Southside Virginia Community College/Library
SWCC	Southwest Virginia Community College/Library
TWD	Eastern Shore Community College/LRC
TWG	Thomas Nelson Community College/Library
TWJ	Tidewater Community College-Chesapeake/LRC
TWK	Tidewater Community College-Va. Beach/Library
TWP	Virginia Wesleyan College/Library
VAA	University of Virginia/Art Library
VA@	University of Virginia/Alderman Library
VACL	University of Virginia/Clemons Library
VAD	University of Virginia/Darden Library (Business)
VAE	University of Virginia/Education Library
VAL	University of Virginia/Law Library
VAM	University of Virginia/Health Sciences Library
VAN	Northern Virginia Community College-Annandale/LRC-Library
VASM	University of Virginia/Music Library
VBA	Averett College/Library
VBC	Bridgewater College/Library
VCB	CBN University/Library
VCG	Central Virginia Community College/Library
VCN	Christopher Newport College/Library
VCV	Clinch Valley College/Library
VEH	Emory and Henry College/Library

APPENDIX A -- KEY TO SYMBOLS (CONT.)

VEM	Eastern Mennonite College/Library
VFC	Ferrum College/Library
VGM	George Mason University/Library
VHC	Hollins College/Library
VHI	Hampton University/Library
VHS	Hampden-Sydney College/Library
VIT	Virginia Intermont College/Library
VJS	J. Sargeant Reynolds Community College/LRC
VLB	Liberty University/Library
VLC	Longwood College/Library
VLR	Randolph-Macon Woman's College/Library
VLW	Washington and Lee University/Library
VLY	Lynchburg College/Library
VMB	Mary Baldwin College/Library
VMC	James Madison University/Library
VMW	Mary Washington College/Library
VNN	Eastern Virginia Medical School/Library
VNR	New River Community College/Library-LRC
VNS	Norfolk State University/Library
VOD	Old Dominion University/Library
VPI	Virginia Tech University/Library
VPIN	Virginia Tech-Northern Graduate Center/Library
VRA	Radford University/Library
VRC	Virginia Commonwealth University/Cabell Library
VRCM	Virginia Commonwealth University/Tompkins-McCaw Library
VRL	University of Richmond-School of Law/Library
VRM	Randolph-Macon College/Library
VRO	Roanoke College/Library
VRU	University of Richmond/Boatwright Library
VSB	Sweet Briar College/Library
VUT	Union Theological Seminary/Library
VUU	Virginia Union University/Library
VWC	Virginia Western Community College/Library
VWL	College of William and Mary/Law Library
VWM	College of William and Mary/Swem Library
WCC	Wytheville Community College/Library

APPENDIX B
SUBJECT INDEX TO DIRECTORY DATA

ACCOUNTING: VLY; VOD

ADULT, NON-RESIDENTAL STUDENTS See GUIDES -- TO ADULT, NON-RESIDENTAL STUDENT SERVICES

ADULT STUDENTS, SPECIAL PROGRAMS: VMB; VSB

AGRONOMY: VPI

AMERICAN STUDIES: VA@; VRU

ANTHROPOLOGY: VMW

ARCHITECTURE/LANDSCAPE ARCHITECTURE: VAA

ART/ART HISTORY: VAA; VLW; VRC; VSB

AUDIOTAPE FOR INSTRUCTION See INSTRUCTIONAL MEDIA -- AUDIOTAPE

AUDIO-VISUAL SERVICES (GUIDES TO...) See GUIDES -- TO MEDIA/AUDIO-VISUAL SERVICES

AUTOMOTIVE: TWJ

BRS AFTER DARK: MMV

BRS COLLEAGUE: VAM; VRCM

BIOLOGY: TWJ; VCN; VCV; VEH; VHS; VLR; VMB; VMC; VMW; VOD; VRC; VRM; VRO; VSB

BROADCASTING: VMB

BUSINESS/MANAGEMENT: SCC; TWP; VBA; VCB; VCN; VJS; VLC; VMB; VMC; VMW; VNR; VOD; VRA; VRC; VRM

CD/ROM (GUIDES TO...) See GUIDES -- TO CD/ROM

CD/ROM, TRAINING IN USE OF: MMV; VPI; VPIN; VRC; VUT

SUBJECT INDEX (CONT.)

CALL NUMBERS (GUIDES TO...) See GUIDES -- TO CALL NUMBERS

CARD CATALOG (GUIDES TO...) See GUIDES -- TO THE CARD CATALOG

CASSETTE TAPE GUIDES TO THE LIBRARY See GUIDES -- CASSETTE TAPE FORMAT

CHEMISTRY: VEH; VLR; VMC; VRM; VRO; VSB

CHILDREN'S AND YOUNG ADULT LITERATURE See EDUCATION

CLOTHING & TEXTILES: VPI

COMMUNICATIONS: VCB; VFC; VLR; VMC; VPI; VRC

COMPETENCY TEST: JVU; MCC; SPC; TWD; VHC; VHI; VNS; VRO

COMPUTER-ASSISTED GUIDES TO THE LIBRARY See GUIDES -- COMPUTER-ASSISTED FORMAT

COMPUTER-ASSISTED INSTRUCTION See INSTRUCTIONAL METHODS -- COMPUTER-ASSISTED INSTRUCTION; HYPERTEXT; EXPERT SYSTEMS

COMPUTER SCIENCE: VMW; VPI

CONTINUING EDUCATION/STAFF: VGM

CONTINUING EDUCATION STUDENTS/ORIENTATION See ORIENTATION TOURS -- FOR CONTINUING EDUCATION STUDENTS

COOPERATIVE GROUP LEARNING: VMC

COURSE IN LIBRARY USE/RESEARCH METHODS -- CREDIT: JVU; NCA; NCM; NCW; PVC; SCC; TWP; VAA; VAN; VASM; VCN; VCV; VLR; VLW; VLY; VMW; VRU; VWM

COURSE IN LIBRARY USE/RESEARCH METHODS -- NON-CREDIT: BCC; NCA; VAE; VHC; VHI; VNN; VNS; VRCM; VRL; VSB

CREDIT COURSE See COURSE IN LIBRARY USE/RESEARCH METHODS -- CREDIT

SUBJECT INDEX (CONT.)

CRIMINAL JUSTICE: VRC

DISABLED SERVICES (GUIDES TO...) See GUIDES -- TO DISABLED SERVICES

DRAMA: VFC; VRC

ECONOMICS: VLW; VMW; VRA; VWM

EDUCATION: SCC; TWJ; TWP; VAE; VBA; VCB; VLC; VLR; VLY; VMC; VOD; VPI; VRA; VRC; VRM; VRU; VWM

END-USER SEARCHING: MMV; VAM; VNN; VPI; VPIN; VRCM; VRL

ENGINEERING: TWK; VA@; VJS; VPI

ENGLISH: GCC; JCC; SCC; TWP; VA@; VBA; VCN; VCV; VEH; VLC; VLR; VLY; VMC; VMW; VNR; VPI; VSB

ENTOMOLOGY: VPI

ENVIRONMENTAL STUDIES: VFC

EVALUATION OF LIBRARY INSTRUCTION PROGRAM: MCC; PCC; PVC; SPC; SWCC; TWD; VAM; VAN; VASM; VCB; VEH; VGM; VHC; VHI; VLW; VMC; VNN; VRC; VRCM; VRL; VSB; WCC

EXPERT SYSTEMS: VMC

FAX (GUIDES TO...) See GUIDES -- TO FAX

FACULTY/STAFF INSTRUCTION: VMC; VRCM

FACULTY/STAFF ORIENTATION See ORIENTATION TOURS -- FOR FACULTY AND STAFF

FASHION: VRC

FIRE SCIENCE: VJS

FISH & WILDLIFE: VPI

SUBJECT INDEX (CONT.)

FRESHMEN/FIRST YEAR STUDENTS -- LIBRARY INSTRUCTION PROGRAM (COMPULSORY): BCC; DCC; MCC; MMV; NCA; PCC; PVC; RAC; SPC; SVCC; SWCC; TWD; TWG; TWK; VA@; VACL; VBA; VBC; VCG; VCN; VCV; VEH; VEM; VGM; VHC; VHI; VHS; VIT; VLB; VLR; VLY; VMC; VMW; VNS; VOD; VPI; VRL; VRM; VRO VRU; VSB; VUU; VWC; VWL; WCC

FRESHMEN/FIRST YEAR STUDENTS -- LIBRARY INSTRUCTION PROGRAM (NON-COMPULSORY): GCC; JCC; JVU; LCC; NCM; NCW; RBC; SCC; TWJ; TWP; VAN; VCN; VFC; VJS; VLC; VLW; VMB; VNN; VNR; VOD; VPI; VRA; VRC; VWM

FRESHMEN/FIRST YEAR STUDENTS -- ORIENTATION TOURS See ORIENTATION TOURS -- FOR FRESHMEN/FIRST YEAR STUDENTS

GAMES, LIBRARY: LCC

GEOGRAPHY: VMC; VOD; VPI

GEOLOGY: VMC

GENEOLOGY See GUIDES -- TO GENEOLOGY

GENERAL LIBRARY INFORMATION See GUIDES -- GENERAL LIBRARY INFORMATION

GOALS & OBJECTIVES (FOR PROGRAM): DCC; JVU; LCC; PCC; SPC; TWG; TWK; VA@; VACL; VAE; VAM; VCB; VCN; VFC; VGM; VHC; VHI; VJS; VLC; VLY; VMC; VNN; VNS; VPI; VRCM; VRM; VSB

GOVERNMENT See POLITICAL SCIENCE

GOVERNMENT DOCUMENTS (GUIDES TO...) See GUIDES -- TO GOVERNMENT DOCUMENTS

GRADUATE STUDENTS ORIENTATION See ORIENTATION TOURS -- FOR GRADUATE STUDENTS

GUIDES -- CASSETTE TAPE FORMAT: JVU; NCA; NCW; SWCC; TWP; VAN; VCB; VNS; VOD; VRU

GUIDES -- COMPUTER-ASSISTED FORMAT: PCC; VRM; VSB

SUBJECT INDEX (CONT.)

GUIDES – GENERAL LIBRARY INFORMATION: BCC; DCC; GCC; JCC; LCC; MCC; MMV; NCA; NCM; PCC; PVC; RAC; SCC; SPC; SVCC; SWCC; TWD; TWG; TWJ; TWK; TWP; VAA; VA@; VACL; VAD; VAE; VAL; VAM; VAN; VASM; VBC; VCB; VCG; VCN; VCV; VEH; VEM; VGM; VHC; VHI; VHS; VJS; VLC; VLR; VLY; VMC; VMW; VNN; VNR; VNS; VOD; VPI; VPIN; VRA; VRC; VRCM; VRL; VRM; VRO; VRU; VSB; VUT; VUU; VWC; VWL; VWM

GUIDES – LIBRARY HANDBOOK: JCC; JVU; MCC; NCA; RAC; SPC; SWCC; TWD; TWJ; TWK; TWP; VAD; VAN; VBC; VCB; VCN; VEH; VEM; VFC; VHC; VIT; VLW; VLY; VMB; VMW; VNN; VNR; VRA; VRL; VSB; VUT; VWL; WCC

GUIDES – PATHFINDERS: LCC; NCA; NCM; NCW; PVC; TWJ; TWK; TWP; VACL; VAN; VCB; VCV; VEH; VGM; VHI; VJS; VLC; VNN; VNR; VNS; VPI; VRA; VRCM; VRL; VSB

GUIDES – SLIDE-TAPE FORMAT: BCC; DCC; LCC; NCA; PVC; TWG; TWJ; VCB; VMC; VMW

GUIDES – SUBJECT BIBLIOGRAPHIES: JCC; LCC; MCC; NCA; NCM; NCW; PVC; RAC; SCC; TWJ; TWK; TWP; VAA; VA@; VAN; VBA; VCB; VCN; VCV; VEH; VGM; VHC; VHI; VHS; VLC; VLR; VMB; VMC; VMW; VNR; VNS; VOD; VPI; VRA; VRC; VRCM; VRL; VRM; VRO; VRU; VSB; VUT; VWM

GUIDES – TO ADULT, NONRESIDENTIAL SERVICES: VMB

GUIDES – TO CD-ROM: VA@; VAD; VAE; VAM; VCG; VCN; VFC; VGM; VHI; VHS; VLC; VLY; VMC; VMW; VNS; VOD; VPI; VPIN; VRC; VRCM; VRM;; VRO; VRU; VSB; VWM

GUIDES – TO CALL NUMBERS: BCC; VACL; VCN

GUIDES – TO DISABLED SERVICES: VRC

GUIDES – TO FAX: VSB

GUIDES – TO GENEOLOGY: VWM

GUIDES – TO GOVERNMENT DOCUMENTS: VA@; VBC; VGM; VHC; VHI; VLW; VMC; VOD; VPI; VRCM; VRO; VRU; VWM

SUBJECT INDEX (CONT.)

GUIDES -- TO INTERLIBRARY LOAN: LCC; MCC; PVC; SVCC; VA@; VBA; VCB; VCV; VGM; VHC; VJS; VLC; VLR; VMC; VNN; VOD; VPI; VRC; VRM; VRO; VRU; VSB; VWM

GUIDES -- TO MEDIA/AUDIO-VISUAL SERVICES: JCC; LCC; SPC; VACL; VAD; VCB; VHC; VHS; VJS; VMC; VNN; VNR; VNS; VOD; VPI; VRC; VRCM; VRM; VWM

GUIDES -- TO MICROFORMS: SPC; VA@; VCB; VCG; VHC; VMC; VNR; VOD; VPI; VRO

GUIDES -- TO ONLINE SEARCH SERVICES: JVU; NCM; TWJ; VAA; VA@; VAE; VAM; VAN; VBA; VCB; VCV; VGM; VHC; VJS; VLC; VLR; VLY; VMC; VMW; VNN; VOD; VPI; VRC; VRL; VRM; VRO; VRU; VSB; VWL; VWM

GUIDES -- TO PERIODICALS: PVC; VA@; VCB

GUIDES -- TO SELECTED REFERENCE SOURCES: GCC; LCC; MCC; MMV; NCM; NCW; PVC; SCC; SVCC; TWD; TWJ; TWP; VAA; VA@; VACL; VAD; VAN; VASM; VCB; VCN; VCV; VEH; VFC; VGM; VHC; VHI; VHS; VIT; VLC; VLW; VLY; VMB; VMC; VMW; VNR; VNS; VOD; VPI; VRA; VRC; VRCM; VRL; VRM; VRO; VRU; VSB; VUT; VUU; VWM

GUIDES -- TO SPECIAL COLLECTIONS: GCC; LCC; SPC; VA@; VASM; VCB; VCN; VCV; VGM; VHC; VLR; VNS; VOD; VPI; VRC; VRM; VRO; VSB; VWM

GUIDES -- TO THE CARD CATALOG: BCC; DCC; GCC; JCC; LCC; MCC; NCW; PVC; SCC; SPC; SVCC;; SWCC; TWD; TWP; VA@; VASM; VBA; VCG; VCV; VHC; VHS; VIT; VJS; VLC; VLW; VNR; VNS; VRM; VRO; VSB; VUT

GUIDES -- TO THE ONLINE PUBLIC ACCESS CATALOG: VAA; VA@; VAE; VAM; VASM; VCB; VGM; VLC; VMC; VMW; VNN; VNS; VOD; VPI; VPIN; VRA; VRC; VRCM; VWL; VWM

GUIDES -- TO THE MICROFORM CATALOG: NCA

GUIDES -- VIDEOTAPE FORMAT: JVU; LCC; NCW; PCC; TWK; VCB; VHS; VLC; VOD; VPI; VRA; VRO

HANDBOOKS See GUIDES -- LIBRARY HANDBOOK

HIGH SCHOOL STUDENTS -- INSTRUCTION PROGRAM: VEH

SUBJECT INDEX (CONT.)

HIGH SCHOOL STUDENTS -- ORIENTATION TOURS See ORIENTATION TOURS -- FOR HIGH SCHOOL STUDENTS

HIGHER EDUCATION See EDUCATION

HISTORIC PRESERVATION: VAA; VMW

HISTORY: GCC; VA@; VCN; VHS; VLW; VMB; VMC; VMW; VOD; VPI; VRO; VRU

HORTICULTURE: TWJ

HUMAN RESOURCES DEVELOPMENT: MMV

HYPERTEXT: VACL; VEH; VPI; VSB

INFORMATION DECISION SCIENCE: VMC

INSTRUCTIONAL MEDIA -- AUDIOTAPE: DCC; JVU; NCW; TWP; VOD

INSTRUCTIONAL MEDIA -- OVERHEAD PROJECTOR/SLIDES: VAE; VCB; VNN; VRC; VRM; VRU

INSTRUCTIONAL MEDIA -- SLIDE-TAPE: GCC; NCW; PVC; TWD; TWJ; VCB; VCN; VJS; VMC

INSTRUCTION MEDIA -- VIDEOTAPE: JVU; TWK; TWP; VCB; VCN; VGM; VLB; VMB; VOD; VPI

INSTRUCTIONAL METHODS -- COMPUTER-ASSISTED INSTRUCTION: JCC; NCW; TWP; VAE; VHI; VMW; VPI; VRM; VUU; VWL

INSTRUCTIONAL METHODS -- LECTURE(S) BY LIBRARIAN: BCC; GCC; JCC; JVU; LCC; MCC; MMV; NCM; NCW; PCC; PVC; RAC; RBC; SCC; SPC; SVCC; SWCC; TWD; TWG; TWJ TWK; TWP; VAA; VA@; VACL; VAE; VAL; VAM; VAN; VASM; VBA; VCB; VCG; VCN; VCV; VEH; VEM; VFC; VGM; VHC; VHI; VHS; VIT; VJS; VLB; VLC; VLR; VLW; VLY; VMB; VMC; VMW; VNN; VNR; VNS; VOD; VPI; VPIN; VRA VRC; VRCM; VRL; VRM; VRO; VRU; VSB; VUT; VUU; VWC; VWL; VWM; WCC

SUBJECT INDEX (CONT.)

INSTRUCTIONAL METHODS -- LIBRARY EXERCISES/WORKSHEETS: BCC; DCC; GCC; JCC; JVU; LCC; MCC; MMV; NCM; NCW; PCC; PVC; RAC; SCC; SPC; SVCC; TWD; TWG; TWJ; TWK; TWP; VA@; VAE; VAN; VASM; VBA; VCN; VEH; VFC; VGM; VHC; VHS; VIT VJS; VLC; VLW; VLY; VMC; VMW; VNN; VNR; VNS; VOD; VPI; VRA; VRC; VRL; VRM; VRO; VRU; VUU; VWC; VWL VWM; WCC

INSTRUCTIONAL METHODS -- TERM PAPER ADVISORY SERVICE/RESEARCH CONSULTATION: BCC; GCC; JCC; LCC; MCC; NCW; PVC; SCC; SWCC; TWD; TWJ; TWK; TWP; VAA; VCB; VCN; VEH; VFC; VGM; VHC; VHI; VIT; VJS; VMB; VMW; VNR; VNS; VOD; VPI; VPIN; VRO VRU; VSB; VUT; VUU; WCCK

INSTRUCTIONAL METHODS -- WORKBOOK: DCC; NCA; NCM; PCC; RAC; SCC; SPC; VBC; VCN; VEH; VGM; VHC; VMC; VMW; VNS;; VRA; VRU

INTERACTIVE VIDEO: VCB

INTERLIBRARY LOAN (GUIDES TO...) See GUIDES -- TO INTERLIBRARY LOAN

JOURNALISM: VCB; VCN; VLW; VMB

KEYWORD-SUBJECT INDEX TO REFERENCE COLLECTION: VHS

LANGUAGES: VLR; VRM; VRU; VSB

LAW: VAL; VCB; VJS; VPI; VRL; VWL

LECTURE(S) BY LIBRARIAN See INSTRUCTIONAL METHODS --
    LECTURES(S) BY LIBRARIAN

LIBRARY EXERCISES/WORKSHEETS See INSTRUCTIONAL METHODS --
    LIBRARY EXERCISES/WORKSHEETS

LIBRARY INSTRUCTION FOR UPPER-LEVEL CLASSES (COURSE-RELATED)
    See UPPER-LEVEL, COURSE-RELATED INSTRUCTION

LIVING SCIENCES: VMC

MANAGEMENT See BUSINESS/MANAGEMENT

MARKETING: VMC; VMC; VOD

SUBJECT INDEX (CONT.)

MEDIA/AUDIO-VISUAL SERVICES (GUIDES TO...) See GUIDES -- TO MEDIA/AUDIO-VISUAL SERVICES

MEDICAL RECORD TECHNOLOGY: TWK

MEDICINE: VAMM; VNN; VRCM

METHODS See INSTRUCTIONAL METHODS

MICROFORM CATALOGS See GUIDES -- TO THE MICROFORM CATALOG

MICROFORMS (GUIDES TO...) See GUIDES -- TO MICROFORMS

MUSIC: JCC; VASM; VLW

NETWORKING COMPUTERS, INSTRUCTION THROUGH: VAE

NURSING: GCC; MCC; SCC; VAM; VBA; VLY; VMC; VOD; VRCM

NUTRITION: VPI

OPAC See GUIDES -- TO THE ONLINE PUBLIC ACCESS CATALOG

OBJECTIVES (FOR PROGRAM) See GOALS & OBJECTIVES (FOR PROGRAM)

OCEANOGRAPHY: VOD

ONLINE PUBLIC ACCESS CATALOG (GUIDES TO...) See GUIDES -- TO THE ONLINE PUBLIC ACCESS CATALOG

ONLINE SEARCH SERVICES (GUIDES TO...) See GUIDES -- TO ONLINE SEARCH SERVICES

ORIENTATION TOURS -- FOR COMMUNITY GROUPS: JVU; TWD; VA@;VHC; VOD

ORIENTATION TOURS -- FOR CONTINUING EDUCATION STUDENTS: VLY

ORIENTATION TOURS -- FOR FACULTY AND STAFF: MCC; NCW; PVC; SCC; SWCC; TWD; TWG; TWJ; VAA; VA@; VAE; VAM; VASM; VCB; VCN; VEH; VGM; VHC; VHI; VLC; VLW; VOD; VPI; VRC; VRCM; VRM; VRU; VSB; VUT; VWL

SUBJECT INDEX (CONT.)

ORIENTATION TOURS -- FOR FRESHMEN/FIRST YEAR STUDENTS: BCC; DCC; JCC; JVU; LCC; MCC; MMV; NCA; NCM; NCW; PCC; PVC; RAC; RBC; SCC; SPC; SVCC; SWCC; TWD; TWG; TWJ; TWK; TWP; VAA; VA@; VACL; VAE; VAM; VAN; VBA; VBC; BCG; VCN; VCV; VEH; VEM; VFC; VGM; VHC; VHI; VHS; VIT; VJS; VLC; VLR; VLW; VLY; VMB; VMW; VNN; VNR; VNS; VOD; VPI; VRA; VRC; VRCM; VRL; VRM; VRU; VSB; VUT; VUU; VWC; VWL; VWM; WCC

ORIENTATION TOURS -- FOR GRADUATE STUDENTS: VCB; VAE; VPI; VPIN; VRC; VRCN; VUT

ORIENTATION TOURS -- FOR HIGH SCHOOL STUDENTS: BCC; DCC; SCC; SWCC; TWD; TWG; TWJ; TWK; VAA; VA@; VACL; VBC; VCN; VCV; VEH; VGM; VHC; VHI; VHS; VLC; VLR; VLW; VLY; VMW; VOD; VPI; VRA; VRC; VRO; VRU; VSB; VUU; VWC; WCC

ORIENTATION TOURS -- FOR INTERNATIONAL STUDENTS: VLR; VMB

ORIENTATION TOURS -- FOR TRANSFER STUDENTS: VCN; VLR; VOD; VRA; VRM; VSB; VWM

OVERHEAD PROJECTOR/SLIDES See INSTRUCTIONAL MEDIA -- OVERHEAD PROJECTOR/SLIDES

PATHFINDERS See GUIDES -- PATHFINDERS

PERIODICALS (GUIDES TO...) See GUIDES -- TO PERIODICALS

PHILOSOPHY: VLW

PHYSICAL THERAPY: TWK

PHYSICAL ECUCATION: MMV; VCN; VMC; VRC; VRU

PHYSICAL THERAPY: TWK

PHYSICS: VMC

POLITICAL SCIENCE: TWJ; VA@; VCN; VLR; VLW; VMC; VMW; VPI; VRC; VRO; VRU

PSYCHOLOGY: GCC; MMV; SCC; TWK; VBA; VCN; VLR; VMB; VMC; VRC; VRM; VRO VRU; VWM

SUBJECT INDEX (CONT.)

PUBLIC ADMINISTRATION: VOD; VRC

RADIOLOGY: TWK

RECREATION/LEISURE: TWP

REHABILITATION: VRC

REFERENCE SOURCES (GUIDES TO SELECTED...) See GUIDES -- TO SELECTED REFERENCE SOURCES

RELIGION: VBA; VCB; VLW; VRU; VUT

REMOTE ACCESS: VA@

RESEARCH CONSULTATION See INSTRUCTIONAL METHODS -- TERM PAPER ADVISORY SERVICE/RESEARCH CONSULTATION

RESPIRATORY THERAPY: MCC; TWK

SLIDE-TAPE FOR INSTRUCTION See INSTRUCTIONAL MEDIA -- SLIDE-TAPE

SLIDE-TAPE GUIDES TO THE LIBRARY See GUIDES -- SLIDE-TAPE FORMAT

SOCIAL WORK: VLC; VRC

SOCIOLOGY: TWP; VCN; VLR; VLY; VMC; VMW; VOD; VPI; VRM; VSB

SPECIAL COLLECTIONS (GUIDES TO...) See GUIDES -- TO SPECIAL COLLECTIONS

SPEECH: TWJ

STUDENT ASSISTANCE WITH LIBRARY INSTRUCTION: VLW

SUBJECT BIBLIOGRAPHIES See GUIDES -- SUBJECT BIBLIOGRAPHIES

TAXATION: VOD

TEAM TEACHING WITH FACULTY: VLW

SUBJECT INDEX (CONT.)

TERM PAPER ADVISORY SERVICE/RESEARCH CONSULTATION See INSTRUCTIONAL METHODS -- TERM PAPER ADVISORY SERVICE/RESEARCH CONSULTATION

TRANSFER STUDENTS ORIENTATION See ORIENTATION TOURS -- FOR TRANSFER STUDENTS

UPPER-LEVEL, COURSE-RELATED INSTRUCTION: GCC; JCC; MCC; MMV; SWCC; SWCC; TWG; TWJ; TWK; TWP; VAA; VA@; VAE; VAL; VAM; VASM; VBA; VCB; VCN; VCV; VEH; VFC; VGM; VHC; VHI; VHS; VIT; VJS; VLB; VLC; VLR; VLW; VLY; VMB; VMC; VMW; VNN; VNS; VOD; VPI; VPIN; VRA; VRC; VRCM; VRL; VRM; VRO; VRU; VSB; VUT; VWM

URBAN PLANNING: VAA

URBAN STUDIES: VOD

VETERINARY MEDICINE: VPI

WOMEN'S STUDIES: VOD

VIDEOTAPE FOR INSTRUCTION See INSTRUCTIONAL MEDIA -- VIDEOTAPE; INTERACTIVE VIDEO

VIDEOTAPE GUIDES TO THE LIBRARY See GUIDES -- VIDEOTAPE FORMAT

WORKBOOK See INSTRUCTIONAL METHODS -- WORKBOOK

ETURN TO:

APPENDIX C

LIBRARY INSTRUCTION FORUM

ETURN BY: December 1, 1988

LIBRARY INSTRUCTION PROGRAM QUESTIONNAIRE

1. Library:

2. Institution:

3· Coordinator of Library Instruction:

4· Position Title (if different from above):

5: Mailing Address:

6· Telephone: SCATS:

7: Enrollment (FTE):

8: Degree Programs Offered:
( ) Junior/community college level only ( ) Bachelors only
( ) Bachelors, masters only ( ) Bachelors, masters, Ph.D.
( ) Professional (D.D., M.D., LLD.)

9: Number of professional librarians involved in instruction: ________

10: Please check the appropriate instructional materials and methods used in your library:

A. Guides
-- general library information ________
-- library handbooks ________
-- to specific reference sources ________
-- to the catalog
  1) OPAC ________
  2) Card ________
-- to use of CD-ROM ________
-- to specific collections
  1) government documents ________
  2) microforms ________
  3) special collections/archives ________
  4) media/audio-visual services ________
  5) other collections (specify) ________

-- subject bibliographies ________
-- pathfinders ________
-- to separate services -- ILL, online searches... (specify) ________
____
-- other ________________________________
____
-- format, if other than printed -- Cassette, videotape, slide-tape, film, computer-assisted... (specify) ________________
____

B. ORIENTATION TOURS:
( ) freshmen Other ________________
( ) high school Total # of tours/yr. ________________
( ) faculty and staff Total # of students/yr. ________________

C. SEPARATE COURSE IN LIBRARY USE/RESEARCH METHODS
( ) credit ( ) non-credit
Describe briefly:

D. FRESHMEN/FIRST YEAR STUDENTS LIBRARY INSTRUCTION PROGRAM
( ) Compulsory. Through what department ________________?
( ) Non-compulsory

Check any or all of the following methods used.
( ) lectures(s) by librarian
( ) term paper advisory service/research consultation
( ) workbook (self-paced)
( ) library exercises/worksheets
( ) computer assisted instruction
( ) media (specify) ______________________________
Additional information to further describe the program:

Total number of students/yr. ________ Total number of classes/yr. ________

E. UPPER-LEVEL, COURSE-RELATED INSTRUCTION

SUBJECTS: Specify subject areas for which library instruction is currently and continuously done:

LEVELS: (Upper-class; graduate; professional)

Check any or all of the following methods used.
( ) lecture(s) by librarian
( ) term paper advisory service/research consultation
( ) workbook (self-paced)
( ) library exercises/worksheets
( ) computer assisted instruction
( ) media (specify) ______________________________
Additional information to further describe program:

Total number of students/yr. ________ Total number of classes/yr. ________

11. Do you administer a library competency test? ( ) yes ( ) no
If yes, briefly describe:

12. Do you have written goals and objectives for your program?
( ) yes ( ) no

13. Does your library formally evaluate your library instruction program?
If so, note method(s) used below:

14. On what innovative projects are you currently working? Please use additional sheets as necessary.